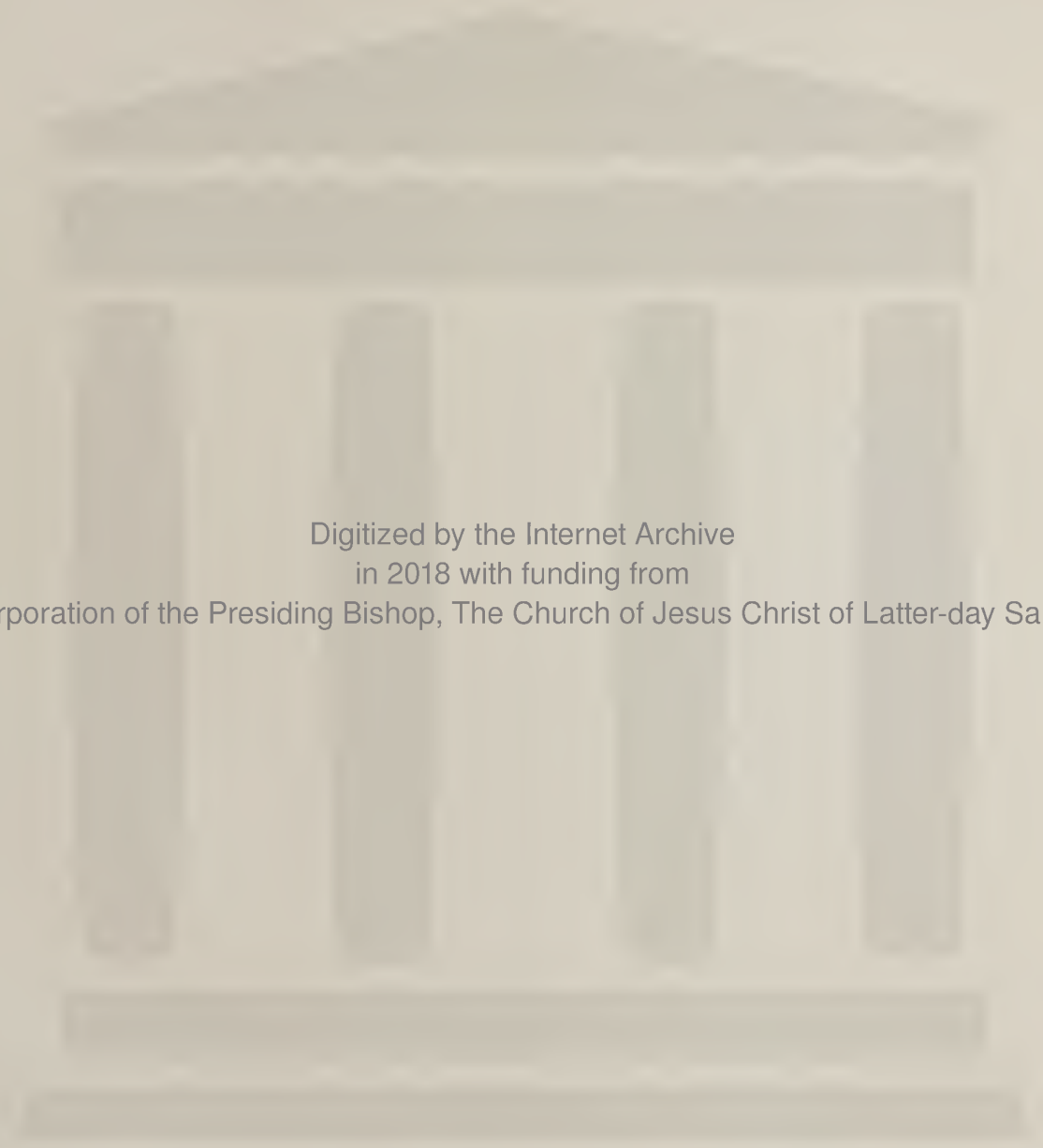

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INTRODUCTION

This outline introduces strategies and records that can help you learn more about your American ancestors. It teaches terminology and describes the contents, uses, and availability of major records. Use this outline to learn about *federal* and *nationwide* sources, including census, immigration, land, military, and other records. After studying this outline, you will be prepared to use the research outlines available for each *state*.

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If you are just beginning research, you may need some introductory information before using this outline. You may want to see the booklet, *Guide to Research* (30971), available at the Family History Library™ and at Family History Centers™.

Using This Outline

The "Introduction," "Basic Search Strategies," and "Records Selection Table," pages 1 through 5, describe the records at the library and suggest ways to do research effectively. A map of the United States appears on page 6.

Beginning on page 7, the outline lists in alphabetical order the major records used for United States research. Related topics are grouped in several sections or categories. For example, birth certificates, marriage licenses, and death records are grouped together under the heading "Vital Records." Wills and estate settlements are grouped together under "Probate Records." These headings are the same as the subject headings used in the library's catalog.

At the end of this outline you will also find a brief discussion under the heading "Other Records" and a short bibliography of sources under "For Further Reading."

Records at the Family History Library

The Family History Library's records are on a variety of media including microfilm, microfiche, books, and computer records. Some records are available in more than one medium.

Microform Records

The Family History Library has collected microfilms and microfiche containing information about people who have lived in the United States. Most of the library's records have been obtained through an extensive microfilming program. The collection includes microfilm copies of documents found in county courthouses, national archives, state archives, historical societies, church archives, and private collections. Most microfilms and microfiche circulate to Family History Centers.

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The library has some records from each state. The largest collections are from New York, Pennsylvania, Massachusetts, North Carolina, Ohio, Kentucky, Illinois, Tennessee, Georgia, Iowa, and New Jersey. The library has many federal records, including microfilms of U.S. census schedules, passenger lists, and military records obtained from the National Archives.

Printed Records

The library also has volumes of books and other printed materials helpful for United States research. Some of the Family History Library's printed material is also available on microform or computer compact disc. Printed records do not circulate to Family History Centers.

Computer Records

Selected information is also available on computer at the Family History Library:

- FamilySearch™ resource files (see the "Genealogy" section of this outline)
- Databases on compact discs (described in appropriate sections throughout this outline)
- Commercial on-line computer services (see the "Archives and Libraries" section of this outline)

Most Family History Centers only have FamilySearch. Other databases are not loaned to Family History Centers. The library's computer files are not available by modem.

The Family History Library Catalog™

The key to finding a record at the Family History Library is the Family History Library Catalog™. The catalog describes each of the library's records and provides the call numbers. It is available on microfiche and on compact disc (for use on FamilySearch computers). Computer and microfiche copies are at the Family History Library. All Family History Centers have microfiche copies; some centers have computer copies.

The microfiche catalog is divided into four searches:

- Locality (on yellow-labelled microfiche)
- Subject (on blue-labelled microfiche)
- Surname (on red-labelled microfiche)
- Author/Title (on green-labelled microfiche)

The catalog on compact disc has four searches:

- Locality
- Film/Fiche number
- Surname
- Computer number

To find the records described in this outline, you will most often use the Locality Search. This outline describes the *types of records* (such as "Probate Records") or *topics* found in the Locality Search of the Family History Library Catalog.

Some records, such as federal records, are listed in the catalog's Locality Search under the UNITED STATES. Other records may be listed under a STATE, COUNTY, or CITY. For example, in the Locality Search look for:

- The *place* where an ancestor lived, such as:

UNITED STATES	(country)
ILLINOIS	(state)
ILLINOIS, COOK	(state, county)
ILLINOIS, COOK, CHICAGO	(state, county, town)

- Then the *record type* you want, such as:

UNITED STATES - ***CENSUS***
ILLINOIS - ***MILITARY RECORDS***
ILLINOIS, COOK - ***VITAL RECORDS***
ILLINOIS, COOK, CHICAGO - ***CEMETERIES***

This outline also provides some of the library's call numbers and computer numbers. These are preceded by *FHL*, the abbreviation for Family History Library. If the record is on microfilm, at least one film number will be cited, and if the film numbers are all in sequence, the first and last number will be given. These numbers can help you correctly identify the record in the Family History Library Catalog. You will need to use the catalog to select the specific film you need.

The Computer Number Search is the fastest way to find a source in the catalog. Use the computer number if you have access to a computer catalog.

For more information on using the Family History Library Catalog, see a librarian, ask for the short video program, or see these instructions:

- *Family History Library Catalog™ (on compact disc) Resource Guide* (34052)
- *Family History Library Catalog™ (on microfiche) Resource Guide* (30968)
- *Using the Family History Library Catalog™* (30066)

Access to Family History Library Periodicals

Genealogical periodicals hold a library within a library. You can find articles on almost every family history subject, time period, or locality. Instructions, genealogies, and transcripts of original records are just a few of the kinds of material in periodicals. You can often find

information that is not available in the catalog. For example, the Family History Library Catalog lists no homestead land records for Colorado, but the *Colorado Genealogist*, a periodical, has reprinted some homestead papers.

Periodical indexes are gateways to information buried in genealogical periodicals. When selecting records to search, it is best to use a national periodical index [such as the *Periodical Source Index (PERSI)*] as well as the Family History Library Catalog.

You may find periodicals at these places:

- The Family History Library often loans microform copies to Family History Centers.
- The Allen County Public Library has copies of periodical articles for a small fee (See the "Archives and Libraries" section of this outline).

For further details see the "Periodicals" section of this outline.

BASIC SEARCH STRATEGIES

Step 1. Identify What You Know about Your Family

Your genealogical research should begin with family and home sources. Look for names, dates, and places in certificates, family Bibles, obituaries, diaries, and similar sources. Ask your relatives for any additional information they have. It's very likely that your second cousin, great-aunt, or other relative has already gathered some family information. Record and organize the information you find on pedigree charts and family group record forms.

Step 2. Decide What You Want to Learn

Select an ancestor or relative you would like to know more about. It's usually best to begin with an individual for whom you know at least a name, a place where he lived, and an approximate date when he lived there. Then decide what you want to learn about him, such as where and when he was married or the names of his parents. You may want to ask an experienced researcher or a librarian to help you select a goal that you can successfully achieve.

Step 3. Select a Record to Search

This outline describes most types of records used for United States research. To trace your family you may need to use some of the records described in each section. Several factors can affect your choice of which records to search. This outline provides information to help you evaluate the contents, availability, ease of use, time period covered, and reliability of the records, as well as the likelihood that your ancestor will be listed. The table on page 5 can also help you decide which records to search.

Effective researchers begin by obtaining some background information. They then survey previous research, and finally they search original documents.

Background Information. You may need some geographical and historical information. This information can save you time and effort by helping you focus your research in the correct place and time period.

- *Locate the town or place.* Examine maps, gazetteers, and other place-finding aids to learn as much as you can about each of the places where your ancestors lived. Identify the major migration routes, nearby cities, county boundaries, and other geographical features and government or ecclesiastical jurisdictions. Place-finding aids are described in the "Maps," "Gazetteers," and "History" sections of this outline.
- *Review local history.* Study a history of the areas where your ancestors lived for clues about the people, places, and events that may have effected their lives and the records about them. Records with information about migration and settlement patterns, government jurisdictions, and historical events are described in the "History" and "Minorities" sections of this outline.

Previous Research. After gaining some background information, you will be ready to look for any research that has already been gathered by others, such as:

- Printed family histories and genealogies
- Family information published in periodicals
- Biographies
- Local histories
- Manuscript collections of family information
- Family newsletters
- Computer databases of family information
- Hereditary and lineage society records

These can save you valuable time and often provide excellent information. For example, if you were researching the Pierce family, you may find a book or magazine article about your family, such as the *Pierce Genealogy: Being the Record of the Posterity of Thomas Pierce.*

Many records containing previous research are described in the "Biography," "Genealogy," "History," "Periodicals," and "Societies" sections of

the outline. Remember, however, that the information in these sources is secondary and may need to be verified by original records.

Original Documents. After surveying previous research, you will be ready to search original documents. These records can provide primary information about your family because they were generally recorded at or near the time of an event by a reliable witness. To do thorough research, you should search the existing records of:

- Each *place* where your ancestor lived
- The complete *time* period when he lived there
- All *jurisdictions* that may have kept records about him (church and town, county, state, and federal governments)

Many types of original documents are described in the "Census," "Church Records," "Emigration and Immigration," "Probate Records," "Vital Records," and other sections of this outline.

Step 4. Obtain and Search the Record

Suggestions for Obtaining Records. You may be able to obtain the records you need in the following ways:

- *Family History Library.* You are welcome to visit and use the records at the Family History Library. The library is open to the public, and there are no fees for using the records. Contact the library if you would like more information about its services.
- *Family History Centers.* Copies of most of the records on microform at the Family History Library can be loaned to our Family History Centers. There are small duplication and postage fees for this service. The library's books cannot be loaned to the centers, but copies of many books that are not protected by copyright can be obtained on microfilm or microfiche. For more information see *Family History Library and Family History Centers: Library Services and Resources* (32957). For addresses and telephone numbers of centers near you, telephone Family History Center Support, Monday through Friday, 8:00 A.M. to 5:00 P.M. mountain time, at 800-346-6044.
- *Local libraries and interlibrary loan.* Public and university libraries have many published sources as well as some records on microform. Most of these libraries also provide interlibrary loan services that allow you to borrow many records from other libraries. Although books at the Family History Library cannot be loaned to a Family History Center™ or other libraries, copies of these same books can often be obtained through your nearest public library.
- *Computers.* The number of genealogical resources accessible via computer is growing rapidly. If you have a computer with a modem, you can search the Internet, bulletin boards, and commercial on-line services for genealogical information (see the "Archives and Libraries" section of this outline). Some of the records in the FamilySearch system are described in the "Genealogy" section. The Family History Library Catalog on computer is a key tool for selecting records.
- *Courthouses and archives.* Many of the original documents you will need are at state, county, and town courthouses and archives. While the Family History Library has many of these records on microfilm, additional records are available only at the courthouse. You can visit these record repositories or request photocopies of their records through correspondence. Very few archives will search the original documents for you, but, for a small fee, many will search an index and provide copies of the information they find. (See the "Archives and Libraries" section of this outline for further information.)
- *Genealogical and Historical Societies.* Many counties and states have genealogical and historical societies that collect family and local histories, Bible records, cemetery records, genealogies, manuscripts, newspapers, and records of pioneers. Some societies are able to briefly search their records for you. (See also the "Societies" section of this outline.)
- *Professional researchers.* You can employ private researchers to search the records for you. Lists of professional researchers are available from the Family History Library, the Board for Certification of Genealogists (P.O. Box 14291, Washington, D.C. 20004), and the Association of Professional Genealogists (3421 M Street N.W., Suite 236, Washington, D.C. 20007-3552). Local archives, libraries, and societies may also provide the names of individuals in the area who will search records for you. For more information about professional researchers see *Hiring a Professional Genealogist Resource Guide* (34548).
- *Photocopies.* The Family History Library and many other libraries offer limited photoduplication services for a small fee. Most will provide a few photocopies, but only if you specify the exact pages you need. Many will also photocopy a few pages of an index or an alphabetical record (such as a city directory) for a specific surname.

RECORD SELECTION TABLE: UNITED STATES

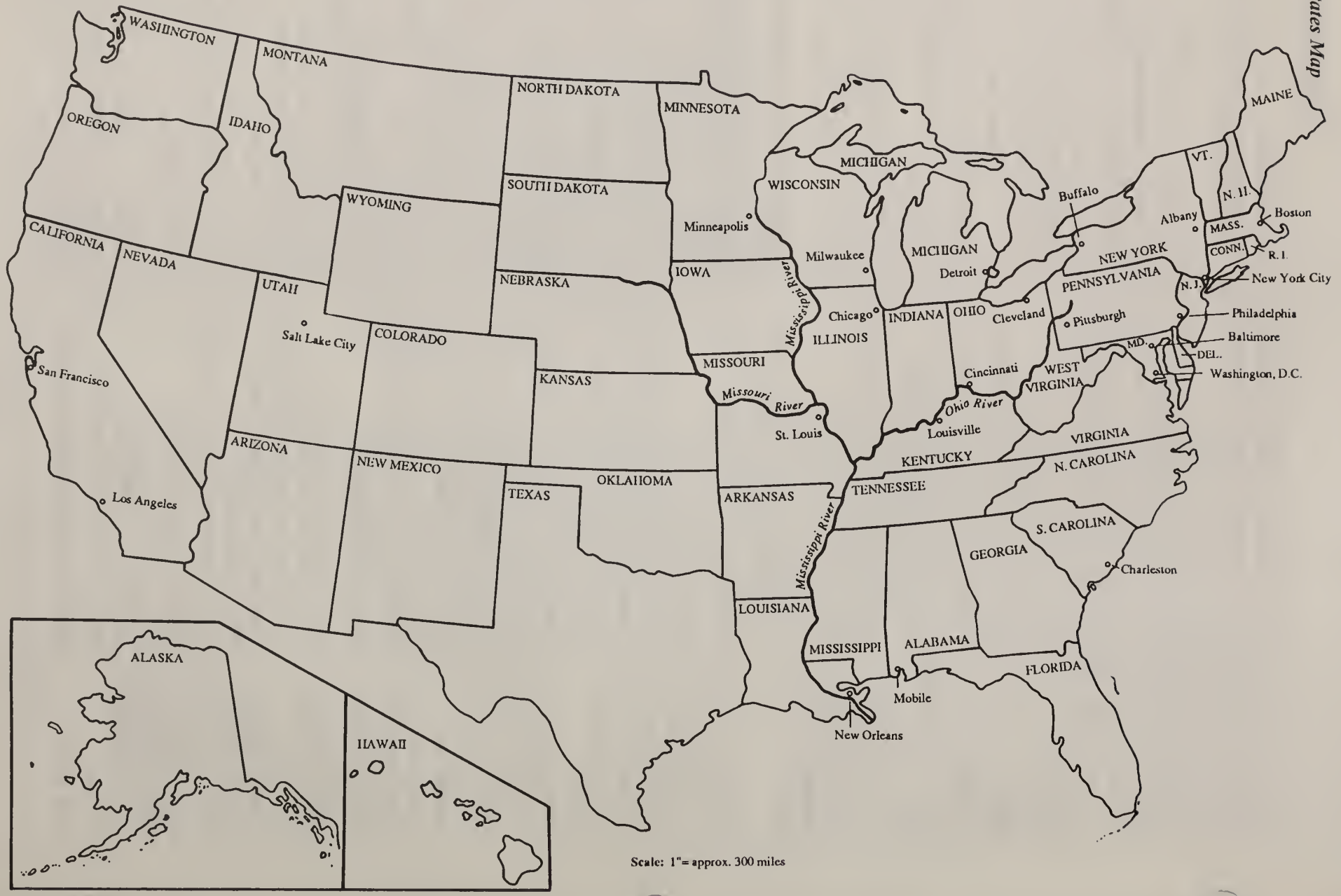
This table can help you decide which records to search. It is most helpful for post-1800 research.

1. In column 1 find the goal you selected.
2. In column 2 find the types of records most likely to have the information you need.
3. In column 3 find additional record types that may be useful.
4. Then look for the record type you need in the Locality Search of the Family History Library Catalog.

Note: Records of previous research (Genealogy, Biography, History, Periodicals, and Societies) are useful for most goals, but are not listed unless they are *especially* helpful.

1. If You Need	2. Look First In	3. Then Search
Age	Census, Vital Records, Cemeteries	Military Records, Taxation
Birth date	Vital Records, Church Records, Bible Records	Cemeteries, Obituaries, Census
Birthplace	Vital Records, Church Records, Census	Newspapers, Obituaries
City or parish of foreign birth	Church Records, Genealogy, Biography, Naturalization and Citizenship, Societies	Vital Records, Obituaries, History, Emigration and Immigration
Country of foreign birth	Emigration and Immigration, Census, Naturalization and Citizenship, Church Records	Military Records, Vital Records, Newspapers, Obituaries
County origins and boundaries	History, Maps, Historical Geography	Gazetteers
Death	Vital Records, Cemeteries, Probate Records, Church Records, Obituaries, Societies	Newspapers, Bible Records, Military Records, Town Records
Ethnicity	Minorities, Native Races, Societies	Church Records, Emigration and Immigration, Naturalization and Citizenship, Periodicals
Historical background	History, Periodicals	Minorities
Immigration date	Emigration and Immigration, Naturalization and Citizenship, Genealogy, Societies	Census, Newspapers, Biography
Living relatives (and adoptions)	Genealogy, Directories, Court Records, Obituaries, Internet	Census, Biography, Societies, Church Records, Probate Records
Maiden name	Vital Records, Church Records, Newspapers, Bible Records	Cemeteries, Military Records, Probate Records, Obituaries
Marriage	Vital Records, Church Records, Census, Newspapers, Bible Records, Town Records	Cemeteries, Military Records, Probate Records, Naturalization and Citizenship, Land and Property
Occupation	Census, Directories, Emigration and Immigration	Newspapers, Court Records, Biography
Parents, children, and other family members	Vital Records, Church Records, Census, Phone Disc, Probate Records, Obituaries, Genealogy	Bible Records, Newspapers, Emigration and Immigration
Physical description	Military Records, Biography	Naturalization and Citizenship, Vital Records, Emigration and Immigration, Genealogy
Place-finding aids	Gazetteers, Maps, Historical Geography	History, Periodicals
Place (town) of residence when you know only the state	Census (indexed), Genealogy, Military Records, Vital Records, and other records with a statewide index, Soundex	Biography, Probate Records, History, Directories, Societies, Taxation
Places family has lived	Census, Land and Property, History, Directories	Military Records, Taxation, Obituaries
Previous research (compiled genealogy)	Genealogy, Periodicals, Societies	History, Biography
Record-finding aids	Archives and Libraries, Societies	Periodicals
Religion	Church Records, History, Biography	Bible Records, Cemeteries, Genealogy
Social activities	History, Biography Newspapers, Societies	Town Records, Court, Records, Cemeteries, Directories, Obituaries

United States of America



- *Publishers*. You can purchase records from their publishers if the records are still in print. A local book dealer or library can help you identify and contact publishers. A helpful list of genealogical publishers and publications is:

  Hoffman, Marian. *Genealogical and Local History Books in Print*, 5th ed. Baltimore: Genealogical Publishing, 1996. (FHL book 973 D23h; computer number 784541.)

  You can purchase Family History Library publications (research outlines, resource guides, and genealogical word lists) from the Salt Lake Distribution Center or from the library. This outline often gives the number you need to order the publication (a five-digit number in parentheses) after its title. You can find titles, number of pages, prices, and order numbers in the free *Family History Publications List* (34083). The Family History Library and Family History Centers do not sell books.

- *Bookstores*. Some bookstores carry newer family history books. Often you can obtain out-of-print books from the very large bookstores. For a small fee they can advertise nationwide for old books.

When requesting any of the above services through correspondence, you are more likely to be successful if your letter is brief and very specific. Enclose a self-addressed stamped envelope (SASE). You will usually need to send a check or money order to pay in advance for photocopy or search services, although some organizations will bill you later.

Suggestions for Searching the Records. Your research may be more rewarding and more effective if you can visit the library or archives and personally search the records. Examine the original sources or exact microform copies when possible, rather than abstracts (summaries of the original documents).

As you search the records, remember that handwriting may have been misinterpreted or information may have been omitted in indexes and transcriptions. Also look for the many ways a name could have been spelled. Because spelling was not standardized, don't eliminate possibilities when you find a name spelled differently than it is today.

Step 5. Evaluate, Copy, and Use the Information

Carefully evaluate whether the information you find is complete and accurate. Ask yourself these questions:

- Who provided the information? Did they witness the event?
- Was the information recorded near the time of the event, or later?
- Is the information consistent and logical?
- Does the new information verify the information found in other sources? Does it differ from information in other sources?
- Does it suggest other places, time periods, or records to search?

Make copies of the information you find and keep detailed notes about each record you search. These notes should include the author, title, location, call numbers, description, and results of your search. Most researchers use a research log for this purpose.

Share the information you find with others. Your family's history can become a source of enjoyment and education for yourself and your family. Helpful guides on how to write a family history are available, such as:

Gouldrup, Lawrence P. *Writing the Family Narrative*. Salt Lake City: Ancestry, 1987. (FHL book 929.1 G738w; computer number 468329.)

See the "Genealogy" section of this outline for information about the Ancestral File™ and other ways you can share the results of your research.

You do not have to use computers to do family history, but they can be very helpful. Personal Ancestral File® and similar software programs help you transcribe, organize, display, print, and transmit your findings to other researchers who use personal computers.

If you are a member of The Church of Jesus Christ of Latter-day Saints, be sure to submit information about your deceased family members so you can provide temple ordinances for them. Your ward family history consultant or a staff member at the library can assist you.

ARCHIVES AND LIBRARIES

In addition to the Family History Library, other record repositories with major collections and services helpful for genealogical research are described below. The Family History Library has copies of many of the records at these archives, but most will have additional sources. When one of these institutions is referred to elsewhere in this outline, return to this section to obtain the address.

Before you visit an archive or a library, contact the organization and ask for information on the collection, hours, services, and fees.

- Family History Library
  35 N. West Temple Street
  Salt Lake City, UT 84150-3400
  Telephone: 801-240-2331
  Fax: 801-240-1584

The hours, holidays, catalog, collection, services, key resources, and how to prepare to visit the library are described in *Library Services and Resources* (32957).

- National Archives
  Pennsylvania Avenue at 8th Street, NW
  Washington, D.C. 20408
  Telephone: 202-501-5415
  Fax: 301-713-6740

  The National Archives has a vast collection of documents created by the federal government. The records most often used by genealogists are census, military, land, and immigration records.

  There are many helpful guides to the collection. The most comprehensive is:

  Guide to Genealogical Research in the National Archives. Revised. Washington, D.C.: National Archives Trust Fund Board, 1985. (FHL book 973 A3usn 1985; computer number 464323.)

  Microfilm copies of many of the records at the National Archives are available at the Family History Library, other major archives and libraries, and at regional branches of the National Archives. You may purchase microfilms from the National Archives or request photocopies of the records by using forms obtained from the Archives.

- National Archives—Regional Branches

  Regional branches of the National Archives collect records of federal government offices and courts within the area they serve. These branches are located in or near Anchorage, Atlanta, Boston, Chicago, Denver, Fort Worth, Kansas City, Los Angeles, New York (closing soon), Philadelphia, San Francisco, and Seattle. See the state research outlines for addresses. For information about the records at these branches, see:

  Szucs, Loretto Dennis, and Sandra Hargreaves Luebking. *The Archives: A Guide to the National Archives Field Branches*. Salt Lake City: Ancestry, 1988. (FHL book 973 A3sz; computer number 482180.)

  A newly organized branch of the National Archives is:

  National Archives—Alaska Branch
  654 W. 3rd Ave. between F and G Sts.
  Anchorage, AK 99501
  Telephone: 907-271-2441
  Fax: 907-271-2442

- Library of Congress
  Genealogy and Local History Section
  101 Independence Ave. at First St. S.E.
  Washington, D.C. 20504
  Telephone: 202-707-5000
  Fax: 202-707-5844

  The Genealogical and Local History Section of the Library of Congress has a very large collection of published genealogies, manuscripts, histories, directories, maps, and newspapers. See the "Genealogy" and "History" sections of this outline for catalogs of the genealogy and local history collections at the Library of Congress. A guide to this library is:

  Neagles, James C. *The Library of Congress: A Guide to Genealogical and Historical Research*. Salt Lake City: Ancestry Publishing, 1990. (FHL book 973 D23ne; computer number 551089.)

- National Society, Daughters of the American Revolution
  1776 "D" Street N.W.
  Washington, D.C. 20006-5392
  Telephone: 202-879-3229
  Fax: 202-879-3227

  A published catalog is:

  Daughters of the American Revolution, Library. *Library Catalog*. 3 vols. Washington, D.C.: Daughters of the American Revolution, 1982-1992. (FHL book 973 A3da; computer number 128982.)

- New England Historic Genealogical Society
  101 Newbury Street
  Boston, MA 02116-3087
  Telephone: 617-536-5740
  Fax: 617-536-7307

  The society's collections of New England family and local histories and manuscripts are especially helpful. Members can borrow printed resources from their lending library.

- New York Public Library
  Local History and Genealogy Division
  Fifth Avenue & 42nd Street
  New York, NY 10018
  Telephone: 212-930-0828
  Fax: 212-921-2546

  The New York Public Library has collected many published sources, such as local histories, city directories, maps, newspapers, and genealogies (see the "Genealogy" section of this outline for a catalog of the library's family and local histories).

- Newberry Library
  60 West Walton Street
  Chicago, IL 60610-3394
  Telephone: 312-943-9090
  Fax: 312-255-3513

  The Local History and Genealogy Collection of the Newberry Library has an extensive collection of manuscripts and published sources. These are described in:

  Sinko, Peggy Tuck. *Guide to Local and Family History at the Newberry Library.* Salt Lake City: Ancestry, 1987. (FHL book 977.311 A3s; computer number 468327.)

- Allen County Public Library
  P.O. Box 2270
  Fort Wayne, IN 48801
  Telephone: 219-424-7241
  Fax: 219-422-9688

  The Allen County Public Library has a very large collection of sources for all states, including U.S. census records, periodicals, and local histories. A guide to the collection is:

  Cavanaugh, Karen B. *A Genealogist's Guide to the Ft. Wayne, Indiana, Public Library.* Owensboro, Ky.: McDowell Publications, 1980. (FHL book 977.274/F1 A3c; computer number 33077.)

Other Libraries

The following libraries also have exceptional genealogical collections. These libraries collect major national sources as well as records of the states they serve.

- American Antiquarian Society (Worcester, Mass.)
- Harold B. Lee Library (Brigham Young University, Provo, Utah)
- Dallas Public Library
- Detroit Public Library
- Historical Society of Pennsylvania (Philadelphia, Pennsylvania)
- Los Angeles Public Library
- Mid-Continent Public Library (Independence, Missouri)
- State Historical Society of Wisconsin (Madison, Wisconsin)
- Sutro Library (San Francisco State University)
- Western Reserve Historical Society (Cleveland, Ohio)

Your local public library can help you locate these and other archives and libraries. Directories include:

American Library Directory. 49th ed. New York: R.R. Bowker, 1996-1997. (FHL book 973 J54a 1996-1997; computer number 32239.) Alphabetical by state and town. Lists addresses, telephone and fax numbers, and describes each library's holdings and special interests.

Bentley, Elizabeth Petty. *The Genealogist's Address Book.* 3rd ed. Baltimore: Genealogical Publishing, 1995. (FHL book 973 D24ben 1995; computer number 583091.) Includes about 7,000 national, state, ethnic, religious, historical, adoption, computer interest group, and vendor addresses with telephone numbers, E-mail addresses, supervisors, and repository hours.

A directory of many repositories and manuscript collections is:

The National Historical Publications and Records Commission. *Directory of Archives and Manuscript Repositories in the United States.* 2nd ed. Phoenix: Oryx Press, 1988. (FHL book 973 J54u 1988; computer number 487342; 1978 ed. on fiche 6010080-89; computer number 2897.)

State Archives and State Libraries

Each state has a state archive or a state library. Many states have both. These serve as the repositories for state and county government records. They often have some federal records as well, such as the U.S. census schedules for the state. Addresses are available in the state research outlines and at your public library.

County and Town Courthouses

Many of the key records essential for genealogical research were created by local county or town governments. These include court, land and property, naturalization and citizenship, probate, taxation, and vital records. The county and town courthouses are the primary repositories of these valuable records. (However, some courthouse records have been destroyed or transferred to state archives.) The Family History Library has copies of many of these important records on microfilm.

The individual counties have organized their records and offices in many different ways. The state research outlines provide further information on how to obtain these records.

Easy-to-use sources that list the various county offices in each state and the types of records at each office are:

Bentley, Elizabeth Petty. *County Courthouse Book.* Baltimore: Genealogical Publishing, 1990. (FHL book 973 D24bena; computer number 585127.)

The Handy Book for Genealogists, 8th ed. Logan, Utah: Everton Publishing, 1991. (FHL book 973 D27e; computer number 594019; 6th ed. on fiche 6010044-47; computer number 10557.) The *Handy Book* also lists the county seat and zip code.

Historical and Genealogical Societies

Historical and genealogical societies have been organized in each state, most counties, and some towns. These societies collect many valuable records and offer various helpful services to researchers. Addresses of local societies are listed in:

Smith, Betty P. *Directory of Historical Societies and Agencies in the United States and Canada*. 14th ed. Nashville: American Association for State and Local History, 1990. (FHL book 970 H24d; computer number 55627.)

See the "Societies" section of this outline for further information.

Federal Repository Libraries

The federal government has designated at least one library in each state (generally a major university library) to receive a copy of published federal records. These include a wide variety of information, such as pension lists, private land claims, veterans' burial lists, and individuals' petitions to Congress.

Inventories, Registers, Catalogs

Most archives have catalogs, inventories, guides, or periodicals that describe their records and how to use them. If possible, study these guides before you visit an archive so that you can use your time more effectively. Many of these are available at the Family History Library, at your public or university library, or through interlibrary loan.

An example of a helpful guide is:

Schaefer, Christina K. *The Center: Guide to Genealogical Research in the National Capital Area*. Baltimore: Genealogical Publishing, 1996. (FHL book 975.3 A3sc; computer number 780721.) This describes the records and services of the National Archives, Library of Congress, Daughters of the American Revolution Library, and other repositories in the Washington, D.C. area.

Computer Networks and Bulletin Boards

Computers with modems are important tools for obtaining information from selected archives and libraries. In a way, computer networks themselves serve as a library. The Internet, certain computer bulletin boards, news groups, and commercial on-line services help family history researchers:

- ***Locate other researchers*** interested in the same ancestors. Investigate the membership directories of genealogical groups to see who is researching your ancestors.
- ***Post queries***. Ask about a particular ancestor or how to do research in an area. Other researchers may reply with exactly the help you need.
- ***Send and receive E-mail*** asking a specific individual or organization for information.
- ***Search large databases*** for information about specific individuals. Some computer archives contain compiled genealogies. Others are transcripts of original records.
- ***Search computer libraries*** for information about how to do research and genealogical book reviews.
- ***Join in computer chat and lecture sessions*** for ideas, inspiration, and tips to help your research.

Researching by computer can be very rewarding, but it also has its limitations. You will need access to a computer with a modem to use these files. An increasing number of public libraries provide network services for their visitors to use. Family History Centers do not usually have access to computer on-line services or networks. It takes time and practice to get acquainted with the various systems. However, local genealogical societies often have computer interest groups or members who are familiar with computer genealogical research. Sometimes there is a fee for accessing computer records. You often need to know where an ancestor lived to find further information about him. Information obtained by computer may contain inaccuracies and should be verified in original records where possible. Only a limited supply of records are available by computer. Other kinds of records must also be used to complete your research.

On-line services are provided by subscription. Commercial companies have designed subscription services to attract computer users to hundreds of areas of interest. Besides news and weather, you can also explore libraries and services specifically for genealogists. Look for membership directories, message boards, chat rooms, and libraries of research instruction and genealogies.

Networks allow your home computer to access information in the computer of someone else. Several noncommercial computer networks are available to help genealogists. For example, the Internet has many useful sites. Such sites come from libraries, archives, or individuals interested in sharing their records or findings. The sites include

information about people and records from almost every historical time period and place.

News groups and bulletin board sections (BBS) on computer allow you to post messages, read replies, and reply to other researchers' messages. Both commercial on-line services and noncommercial networks offer this service.

The list of computer sources is growing rapidly. Most of the information is available at little or no cost. The following sites are important gateways linking you to many more network and bulletin board sites. Addresses for network sites are subject to frequent changes. To get started with computer network research contact:

- USGenWeb
  http://www.usgenweb.com/
  A list of family history databases, libraries, bulletin boards, and other resources available on the Internet for each county and state.
- Roots-L
  http://www.rootsweb.com/roots-l/usa/
  A useful list of literature, maps, and bulletin boards. Shows archive and library mailing addresses and Internet sites. Includes a large, regularly-updated research coordination "Roots Surname List."
- Cyndi Howell's List
  http://www.oz.net/~cyndihow/
  More links to other genealogical sites than anywhere else.
- Toolbox
  http://smtp.tbox.com/genealogy/area/
  List of genealogical societies and web sites.
- Richard Cleaveland's Genealogical Bulletin Boards
  http://www.genealogy.org/~gbbs/
  Worldwide list of local genealogical bulletin boards. A project of the National Genealogical Society.
- Gendex
  http://www.gendex.com:1001/
  Surname index of every personal genealogical site on the Internet known to the site's compiler, Gene Stark.

For an explanation of key computer services which will help you discover information about ancestors, genealogical records, and research guidance see:

Archer, George. *NetGuide: Genealogist's Guide to the Internet*, at National Genealogical Society Internet site [computer network]. McLean, Va.: Archer, 1995. Available from http://genealogy.org/~ngs/netguide/welcome.html; INTERNET. Long list of Internet resources such as genealogical network tools, search engines, news groups, and surname sites.

Crowe, Elizabeth Powell. *Genealogy Online: Researching Your Roots*. 2nd ed. New York: Windcrest/McGraw-Hill, 1996. (1st ed. FHL book 929.10285 C886g; computer number 19237.) Explains the role of networks and on-line services for readers new to computer services.

Eastman, Richard. *Your Roots: Total Genealogy Planning on Your Computer*. Emeryville, Calif.: Ziff-Davis, 1995. (FHL book 929.10285 Ea79y; computer number 771150.) Beginner's genealogy manual with excellent chapter about on-line sources and assistance.

BIBLE RECORDS

Many families have traditionally recorded births, marriages, and deaths in a family Bible, family record book, or book of remembrance. Family Bibles that are no longer in the possession of the family may be at a historical or genealogical society. They are sometimes transcribed and published in genealogical periodicals.

The Daughters of the American Revolution (DAR) have collected and transcribed many Bible records. These transcripts are at the DAR Library in Washington, D.C., or at local DAR chapters. Most are on microfilm at the Family History Library. Partial indexes to these records are:

Kirkham, E. Kay. *An Index to Some of the Family Records of the Southern States: 35,000 Microfilm References from the NSDAR Files and Elsewhere*. Logan, Utah: Everton Publishers, 1979. (FHL book 973 D22kk v. 1; fiche 6089183; computer number 32871; v. 2 fiche 6089184; computer number 298346.)

Kirkham, E. Kay. *An Index to Some of the Bibles and Family Records of the United States: 45,500 References as Taken from the Microfilm at the Genealogical Society of Utah*. Logan, Utah: Everton Publishers, 1984. (FHL book 973 D22kk v. 2.; fiche 6089184; computer number 298346.)

National Genealogical Society (Arlington, Virginia). *Bible Records, ca. 1747-1982*. Salt Lake City: Genealogical Society of Utah, 1995. (On 6 FHL films starting with 1987737; computer number 772239.) No circulation to Family History Centers. Includes index. Bible records collected from members of the society.

The DAR and other Bible records at the Family History Library are generally listed in the Locality Search of the Family History Library Catalog under one of the following:

[STATE] - BIBLE RECORDS
[STATE], [COUNTY] - BIBLE RECORDS

[STATE] - VITAL RECORDS
[STATE], [COUNTY] - VITAL RECORDS

You can find further information about Bible records in research outlines available for each state.

BIOGRAPHY

A biography is a history of a person's life. In a biography you may find the individual's birth, marriage, and death information, and the names of his parents, children, or other family members. Biographies often include photographs, family tradition and stories, clues about an ancestor's place of origin, places where he has lived, church affiliation, military service, and activities within the community. The information must be used carefully, however, because there may be inaccuracies.

Individual Biographies

Thousands of biographies have been written about specific individuals. Copies may be at local historical societies and libraries. Lists of published individual biographies are available at your public library, such as:

Biographical Books, 1876-1949 and *1950-1980*. New York: Bowker, 1983, 1980. (FHL book 973 D33b; computer numbers 481494 and 481492.)

The Family History Library has acquired some individual biographies. These are listed in the Surname Search of the Family History Library Catalog under the individual's name. Also contact other family members for unpublished life histories they may know of.

Compiled Biographies

Thousands of brief biographical sketches have been collected and published in compiled biographies, sometimes called "biographical encyclopedias." These collections most often include biographies of early settlers and prominent or well-known citizens of a particular state, county, or town. Others feature biographies of scientists, writers, artists, or other vocations.

Collections of biographies at the Family History Library are generally listed in the Locality Search of the Family History Library Catalog under one of the following:

UNITED STATES - BIOGRAPHY
[STATE] - BIOGRAPHY
[STATE], [COUNTY] - BIOGRAPHY
[STATE], [COUNTY], [TOWN] - BIOGRAPHY

Some collections are also listed under GENEALOGY.

National and Regional Sources. Most major libraries have excellent collections and indexes of national and regional compilations of biographical material, such as the *Dictionary of American Biography* or *Who's Who in the South and Southwest*. These libraries can help you locate additional biographical sources listed in such bibliographies as:

Slocum, Robert B., ed. *Biographical Dictionaries and Related Works*, 2 vols. 2d ed. Detroit: Gale Research, 1986. (FHL book 016.92 SLo53 1986; computer number 433741.) This lists 16,000 national, state, regional, and vocational publications from the United States and other countries.

Cimbala, Diane J., Jennifer Cargill, and Brian Alley. *Biographical Sources: A Guide to Dictionaries and Reference Works*. Phoenix: Oryx Press, 1986. (FHL 016.92 C49b; computer number 456554.) This lists 689 publications, primarily for the United States, and gives detailed annotations.

Biography and Genealogy Master Index, 2nd ed., vols., annual with five-year cumulations. Gale Biographical Index Series, no. 1. Detroit: Gale Research, 1980-. (FHL book 016.92 G131; compact disc no. 11, pts. A and B; computer number 27757.) This is an index to over six million biographies of an estimated two million individuals. It indexes more than 750 national sources but does not include local biographical sources.

American Biographical Index. 6 vols. London: Bowker-Saur, 1993. (FHL book 973 D32abi; computer number 543765.) This is an index to the two records listed below:

American Biographical Archive. New York: K.G. Saur, [1986-1989]. (On 884 FHL fiche starting with 6052964; computer number 469693.)

American Biographical Archive, Series 2. New York: K.G. Saur, [1990?]. (On 572 FHL fiche starting with 6082181; computer number 736771.) Contains more than 280,000 persons who lived from the 1600s to 1920; names were taken from 368 biographies.

Black Biography, 1790-1950: A Cumulative Index. 3 vols. Alexandria, Va.: Chadwyck-Healey, 1991. (FHL book 973 F2bbd; computer number 588727.) This indexes 30,000 African American biographical references in over 300 titles accumulated in the record below:

Black Biographical Dictionaries 1790-1950. Alexandria, Va.: Chadwyck-Healy, [198-]. (On 1,070 FHL fiche starting with 6078941; computer number 546520.)

Local Sources. Collections of biographies about residents of a county or town are usually the most helpful for the family history researcher. The information in these biographies may not be available in any other source.

Local libraries and historical societies usually collect biographies and histories about local residents. In the late 1800s and early 1900s, there was a popular trend to publish compiled biographies of local citizens. This was especially common in the midwest and northeastern states. There is no comprehensive nationwide bibliography of these sources, but some statewide and local collections and indexes are described in the state research outlines.

Most local histories also include separate sections or volumes containing biographical sketches of local citizens. Biographical sketches of 170,000 individuals found in 340 local histories are identified in:

Index to Biographies in Local Histories in the Library of Congress. Baltimore: Magna Carta Book, [1979]. (FHL films 1380344-73; computer number 43448.)

See the "History" section of this outline for further information on local histories. Also see the "Biography" and "Genealogy" sections in state research outlines.

CEMETERIES

Several types of cemetery records are available. Sextons or caretakers of cemeteries generally keep records of the names and dates of those buried and maps of the burial plots. Tombstones or gravestones may also exist, or the information on them may have been transcribed.

Cemetery records often include birth, marriage, and death information. They sometimes provide clues about military service, religion, or membership in an organization, such as a lodge. These records are especially helpful for identifying children who died young or women who were not recorded in family or government documents. Check the sexton's records, or visit the cemetery in person to see if other relatives are in the same or adjoining plots.

Locating Cemeteries and Cemetery Records

To find tombstone or sexton records, you need to know where an individual was buried. The person may have been buried in a community, church, private, military, or family cemetery, usually near the place where he lived or died or where other family members were buried. You can find clues to burial places in funeral notices, obituaries, church records, funeral home records, and death certificates.

You can find the addresses of many cemeteries in:

Cemeteries of the U.S.: A Guide to Contact Information for U.S. Cemeteries and Their Records. 1st ed. Detroit: Gale Research, 1994. (FHL book 973 V34ce; computer number 704917.) Lists over 22,000 operating and inactive cemeteries. Alphabetical by state, county, and cemetery name. Entries may list physical location or mailing address, phone and fax numbers, contact information for cemetery record keepers, years of operation, religious and other affiliations.

Kot, Elizabeth Gorrell. *United States Cemetery Address Book, 1994-1995.* Vallejo, Calif.: Indices Publishing, 1994. (FHL book 973 V34k; computer number 729856.) Lists over 25,000 cemetery addresses and locations. Alphabetical by state, town, and cemetery name.

Other sources of cemetery records include:

- The present sexton, funeral home, or minister who may have the burial registers and the records of the burial plots.
- A local library, historical society, or local historian, who may have the records or can help you locate obscure family plots or relocated cemeteries. Cemetery associations sometimes publish inventories or transcripts for their areas.
- Sextons' records and transcripts of tombstone information that have been published, often in local genealogical periodicals. (See the periodical indexes listed in the "Periodicals" section of this outline.)
- Lists of soldiers' graves, described in the *U.S. Military Records Research Outline* (34118).

Records at the Family History Library

The Family History Library has copies of many sexton and tombstone records and several important statewide indexes. These are listed in the Locality Search of the Family History Library Catalog under one of the following:

[STATE] - CEMETERIES
[STATE], [COUNTY] - CEMETERIES
[STATE], [COUNTY], [TOWN] - CEMETERIES
[STATE] - VITAL RECORDS
[STATE], [COUNTY] - VITAL RECORDS
[STATE], [COUNTY], [TOWN] - VITAL RECORDS

You can find further information about cemeteries in research outlines available for each state.

A card index that lists transcripts of cemetery records available at the Family History Library as of 1988 is:

Index to United States Cemeteries. Salt Lake City: Genealogical Society of Utah, 1988. (FHL films 1206468-94; computer number 475648.) Alphabetical by state, county, and cemetery name. May list locations, transcripts, buried individuals, or sources.

The call numbers of many cemetery records at the Family History Library and references to cemetery records published in periodicals are in:

Stemmons, John D. *The Cemetery Record Compendium*. Logan, Utah: Everton Publishers, 1979. (FHL book 973 V34s; fiche 6126201; computer number 00679.)

Funeral Home Records

Funeral directors in the area where your ancestors lived may have records similar to death and cemetery records. Most of their addresses are in the:

American Blue Book of Funeral Directors. New York: National Funeral Directors Association, biennial. (FHL book 973 U24a; computer number 2744.)

The library has a few funeral home records listed in the Locality Search of the Family History Library Catalog under the following:

[STATE], [COUNTY] - BUSINESS RECORDS AND COMMERCE
[STATE], [COUNTY] - FUNERAL HOMES
[STATE], [COUNTY], [TOWN] - BUSINESS RECORDS AND COMMERCE
[STATE], [COUNTY], [TOWN] - FUNERAL HOMES

CENSUS

A census is a count and description of the population of a country, colony, territory, state, county, or city. Census lists are also called "schedules."

A well-indexed census is one of the easiest ways to locate the specific places where your ancestors lived and to identify the dates when they lived there. You can also find excellent family information, particularly in more recent censuses. Use the information with caution, however, since the information may have been given to a census taker by any member of the family or by a neighbor. Some information may have been incorrect or deliberately falsified.

Federal Censuses

Censuses have been taken by the federal government every ten years since 1790. The censuses through 1920 are available to the public. These counted the population as of the following dates:

1790-1820	First Monday in August
1830-1900	June 1 (June 2 in 1890)
1910	April 15
1920	January 1

The following types of schedules were taken in various years:

- Population schedules (residents in an area) in all years
- Mortality schedules (those who died during the 12 months prior to the census) from 1850 to 1885
- Pensioners' or veterans' schedules (veterans and their widows) in 1840 and 1890
- Slave schedules (slave owners and the number of slaves they owned) in 1850 and 1860
- Agricultural schedules (data on farms and the names of the farmers) from 1850 to 1880
- Manufacturing or industrial schedules (data on businesses and industries) 1810 (fragments only), 1820, and 1850 to 1880

Federal Population Censuses

The federal population schedules are especially valuable because they list such a large proportion of the population, most are well-indexed, and they are readily available at many repositories. Unfortunately, portions of the federal censuses, usually the earlier years, have been lost or destroyed. The 1890 population schedule was destroyed by fire except for 6,160 names.

The National Archives and the Family History Library have complete sets of the existing 1790 to 1920 censuses on over 18,000 microfilms. These are listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS - [YEAR]. Most state archives and university libraries also have copies of the census microfilms, particularly for their own states. (See the state research outlines for more information about each state.) If you can provide the specific pages, the National Archives and the Family History Library will make photocopies. Family History Library photoduplication order forms are available at Family History Centers.

Federal censuses from 1930 to the present are confidential. The government will provide information about close relatives if they are deceased

or you have written permission. To request a photocopy you must provide the individual's name, address, and other details on Form BC-600, available from the Bureau of the Census, P.O. Box 1545, Jeffersonville, IN 47131. There is a fee for searches.

In 1885 the federal government helped five states or territories conduct a special census with population and mortality schedules. The Family History Library has microfilm copies of the 1885 census for Colorado, Florida, Nebraska, New Mexico, and Dakota Territory.

Information in the Federal Population Censuses. You will find the following types of information in the population censuses:

- *1790 to 1840.* The population schedules for the 1790 to 1840 censuses give the name of the head of each household, and the number of others in the house grouped by ages and sex.
- *1850 and later.* The 1850 and later censuses list the names, ages, occupations, and birthplaces (country or state only) of each member of a household. The 1870 census also indicates if the individual's parents were foreign born.
- *1880 and later.* The 1880 and later censuses add the birthplaces (country or state only) of each person's parents. They also identify relationships to the head-of-house.
- *1900 and 1910.* The 1900 and 1910 censuses include the age of each individual, how many years he had been married, his year of immigration, and his citizenship status. The 1900 census also gives the month and year of birth. For mothers it lists the number of children born and surviving. The 1910 census identifies Civil War veterans.
- *1920.* The 1920 census gives ages but not the month and year of birth. It also lists the year of naturalization.

Indexes to the Federal Population Censuses. Search available indexes before using the actual census records. The following is a general description of census indexes that are presently available. See the state research outlines for more detailed information for each state.

The information in an index may be incomplete or incorrect. If you have reason to believe your ancestor should have been in the census, search the census regardless of the information in the index. In large cities, learn the person's address by searching the city directory for the same year as the census (see the "Directories" section of this outline). Then look for that address on the original census schedules starting in 1880. Prior to 1880 it may be helpful to learn the ward where a person resided.

- *1790 to 1870.* All of the existing 1790 to 1860 censuses and most of the 1870 census have statewide indexes. These have usually been printed and may also be on microfilm, microfiche, or compact disc. There are also many indexes of individual counties, often published by local genealogical societies. Many of these are listed in the Locality Search of the Family History Library Catalog under one of the following:

  [STATE] - CENSUS - [YEAR] - INDEXES
  [STATE], [COUNTY] - CENSUS - [YEAR] - INDEXES

  Master Indexes. Some of the indexes mentioned above are combined into composite master indexes of several census years, states, and census types:

  FamilyFinder™ Index and Viewer: Version 3.0 [Novato, Calif.]: Brøderbund Software, 1995. (FHL compact disc no. 9, 1995 index; computer number 775509.) No circulation to Family History Centers. Single, composite index of 1790 to 1850, most 1860 and many 1870 federal censuses, scattered tax lists and state (non-federal) censuses, a few 1850 and 1860 federal slave schedules, and some federal mortality schedules.

  The FamilyFinder Index is also available on the Family Tree Maker™ Internet web site. You can search the FamilyFinder Index for free. It displays the census year and state for each name matching the search. Once you know the year and state, you can use the original index on compact disc, microfiche, or book to obtain enough data to easily find the name in the original census schedules. The FamilyFinder Index includes the following Jackson indexes:

  Jackson, Ronald Vern. *AIS Microfiche Indexes of U.S. Census and Other Records*. Bountiful, Utah: Accelerated Indexing Systems International, 1984. (No FHL fiche number, but available at many Family History Centers.) Includes indexes of federal 1790 to 1850 censuses, a few 1860 censuses, and scattered slave schedules, state tax lists, and nonfederal censuses. A composite federal mortality schedule index is on Search 8. For more information see the *AIS Census Indexes Resource Guide* (30970).

- *1880.* For the 1880 census, the federal government created statewide indexes to households with children who were born between 1869 and 1880. These are "soundex" (phonetic) indexes that group names together by how they sound rather than how they are spelled. For example, the name

Smith and all similar spellings (such as Smythe or Schmidt) would be listed together under the soundex code S-530. These indexes are on microfilm and are listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS - 1880 - INDEXES. Instructions on how to use the soundex are provided in the catalog.

- *1890.* The few remaining names listed in the 1890 population schedules have been transcribed in:

  Nelson, Ken. *1890 U.S. Census Index to Surviving Population Schedules and Register of Film Numbers to the Special Census of Union Veterans.* Rev. ed. Salt Lake City: Family History Library, 1991. (FHL book 973 X2na 1890; computer number 609990; 1984 ed. on film 1421673 item 1; computer number 279653. Another index is on FHL films 543341-42; computer number 58517.) All surviving veterans schedules are indexed except for Ohio and Pennsylvania. Veterans schedules for states in alphabetical order from Alabama through Kansas and half of Kentucky were destroyed.

- *1900.* For the 1900 census, there are statewide soundex indexes on microfilm for every household. The 1900 indexes are listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS - 1900 - INDEXES.

- *1910.* There are soundex and "miracode" (similar to soundex) indexes for 21 states in the 1910 census. These states are Alabama, Arkansas, California, Florida, Georgia, Illinois, Kansas, Kentucky, Louisiana, Michigan, Mississippi, Missouri, North Carolina, Ohio, Oklahoma, Pennsylvania, South Carolina, Tennessee, Texas, Virginia, and West Virginia.

  Some cities and counties are indexed separately from the state in the 1910 indexes:

  - Alabama: Birmingham, Mobile, Montgomery
  - Georgia: Atlanta, Augusta, Macon, Savannah
  - Louisiana: New Orleans, Shreveport
  - Pennsylvania: Philadelphia County
  - Tennessee: Chattanooga, Knoxville, Memphis, and Nashville

  The 1910 indexes are listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS - 1910 - INDEXES. There are also published indexes to the 1910 censuses for Hawaii, Idaho, Nevada, and Wyoming.

  For the unindexed states of the 1910 census see:

  Buckway, G. Eileen. *U.S. 1910 Federal Census: Unindexed States: A Guide to Finding Census Enumeration Districts for Unindexed Cities, Towns, and Villages.* Salt Lake City: Family History Library, 1992. (FHL book 973 X2bu 1910; fiche 6101340; computer number 678265.) Lists towns (or wards) with their 1910 census enumeration district numbers and FHL film numbers. Major cities each have special instructions which often mention a city directory with FHL book or film numbers.

- *1920.* There is a complete soundex to the 1920 census. The state by state 1920 soundex and population schedules are listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS - 1920. Unlike other census years, the soundex and schedules are listed in the catalog together.

Boundaries of Federal Enumeration Districts

Federal census records are arranged by census year, by state, and then usually alphabetically by the name of the county. The term "subdivision" was used in early censuses to refer to part of a supervisor's or marshall's district. Beginning in 1880, these geographical areas were called enumeration districts (E.D.). If there is no index to a census and you know the address in a large city or county where an individual lived, you can use the descriptions of the geographical areas or enumeration districts to more quickly search the census. These are listed in the Locality Search of the Family History Library under UNITED STATES - CENSUS - YEAR:

- 1880 enumeration district descriptions (FHL films 1402860-62; computer number 299426)
- 1900 enumeration district descriptions (FHL films 1303019-28; computer number 117685)
- 1910 enumeration district descriptions (FHL films 1374001-13; computer number 176643)
- 1920 enumeration district descriptions (FHL films 1842702-21; computer number 687949)

For the 1910 census there is an index on 51 fiche that can help you identify the enumeration districts by address in 39 cities. (If you need to learn an individual's address, see the "Directories" section of this outline.) This index is the:

United States. Bureau of the Census. *Cross Index to Selected City Streets and Enumeration Districts.* Washington, D.C.: National Archives, [1984]. (FHL fiche 6331480-81 [set of 51]; computer number 258163.)

To locate maps of the census districts in large cities, see the description of ward maps in the "Maps"

section of this outline. For maps of county boundaries during each census year, 1790 to 1920, see the Thorndale and Dollarhide book listed in the "Maps" section.

Special Federal Censuses

The following are other major types of census schedules created by the federal government:

1840 List of Pensioners. When the 1840 census was taken, the enumerators listed living pensioners of the Revolutionary War or other military service; they listed pensioners' ages and persons with whom they were living. These names are published in:

A Census of Pensioners for Revolutionary or Military Service. 1841. Reprint, Baltimore: Genealogical Publishing, 1967. (FHL book 973 X2pc 1967; computer number 270940.)

An index to this is:

A General Index to a Census of Pensioners for Revolutionary or Military Service 1840. Baltimore: Genealogical Publishing, 1965. (FHL book 973 X2pc 1965; computer number 271067; fiche 6046771; computer number 270948.)

1890 List of Union Veterans. Along with the 1890 census, schedules were made of Union Civil War veterans or their widows:

United States. Census Office. 11th Census, 1890. *Schedules Enumerating Union Veterans and Widows of Union Veterans of the Civil War*. Washington, D.C.: National Archives, 1948. (FHL films 338160-277; computer number 59376.) Only the schedules for the states alphabetically from Kentucky (partial) through Wyoming exist. Military installations and ships, especially in the District of Columbia, follow Wyoming. These are on 118 films at the National Archives and the Family History Library. There are also published indexes for the states with surviving schedules, except Ohio and Pennsylvania. These indexes are listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS - 1890 - INDEXES.

Federal Territorial Censuses. The population of territories was often listed by the federal government in anticipation of statehood. These were generally taken in the years between the federal censuses. These censuses are usually incomplete and most are not indexed. A special census was made in 1885 for Colorado, Florida, Nebraska, New Mexico, North Dakota, and South Dakota. The Family History Library has copies of most of the territorial censuses. These are listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS - [YEAR]. You can find further information about special censuses in research outlines available for each state.

Mortality Schedules. Mortality schedules are lists of persons who died during the twelve months before 1 June of the census years of 1850, 1860, 1870, and 1880. Colorado, Florida, Nebraska, New Mexico, North Dakota, and South Dakota also have mortality schedules for 1885. The Family History Library has copies of most of the available mortality schedules and indexes. These are listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS or [STATE] - VITAL RECORDS. You can also find mortality schedules in state archives, the DAR Library (see the "Societies" section), and the National Archives. Most of the mortality schedules have been indexed in the *FamilyFinder Index* and Jackson's *AIS Microfiche Indexes* described under "Indexes to Federal Population Censuses" above.

Colonial, State, and Local Censuses

Colonial, state, and local governments also took censuses. Nonfederal censuses generally have content similar to that of the federal records of the same time period.

Censuses for some towns and counties exist for the early American colonies and for areas colonized by France, Spain, and Mexico. There are also lists of early residents, sometimes referred to as "censuses," that have usually been reconstructed from other records, such as tax and land records.

State censuses were often taken in the years between the federal censuses, such as 1875 or 1892. For some states these exist from about 1825 to 1925. They are found in state archives, and copies of most are on microfilm at the Family History Library. The library's most complete collections of state censuses are for Illinois, Iowa, Kansas, Massachusetts, Minnesota, Mississippi, New Jersey, New York, Rhode Island, and Wisconsin. They are usually listed in the Locality Search of the Family History Library Catalog under [STATE] - CENSUS RECORDS. Several of these colonial, state, and local censuses have been indexed in the *FamilyFinder Index* and Jackson's *AIS Microfiche Indexes* described under "Indexes to Federal Population Censuses" above. For further details see the state research outlines. Here is a list of state and territorial censuses:

Lainhart, Ann S. *State Census Records*. Baltimore: Genealogical Publishing, 1992. (FHL book X2Lai; computer number 669024.) State-by-state list of censuses, and selected census substitutes. Describes dates, coverage, content, indexes and availability.

CHURCH RECORDS

Many churches keep records of baptisms, christenings, confirmations, marriages, burials, memberships, admissions, and removals. Some keep minutes of church meetings and the histories of their local churches. Each church has its own policies on record keeping.

Church records are very important for family research because civil authorities in most states did not begin registering vital statistics until after 1900. They are excellent sources—and sometimes the only sources—of names, dates, and places of births, marriages, and deaths. The records of some denominations, such as the Lutherans, are valuable for identifying the town or parish an immigrant came from.

History of American Churches

The United States is a country of religious diversity. Unlike many other countries, there has been no "state church," except for a few periods in some of the early colonies. To know and understand your ancestors, you will want to learn about their religious faith. To locate records kept by their church, you may need to learn the history of the denomination.

The first major group of *Roman Catholics* to live in what is now the United States started a colony in Florida in 1565. Beginning in 1598 Roman Catholics also began to settle areas that are now states along the Mexican border. Other Roman Catholics from England settled in colonial Maryland before 1649. Louisiana was settled by Spanish and French-Canadian Catholics in the 1700s. By 1850 the Catholic Church had the largest church membership in the United States. Much of this growth was due to immigration of Catholics from Ireland and other countries. In the late nineteenth century, millions of Roman Catholic immigrants came from southern and eastern Europe. In addition, most Hispanic immigrants also belonged to the Catholic Church. The largest Catholic groups settled in major cities.

In 1660 approximately 75 percent of the total population of the thirteen British colonies was either Anglican or Congregationalist. The *Anglican Church* (the Church of England, also known as *Protestant Episcopal* or Episcopal) was well-established in Virginia and a few other English colonies.

The Puritans who established the Massachusetts Bay Colony and the Separatists of Plymouth Colony were the first of many groups known as *Congregationalists*. Several of these congregations later united to become either the Disciples of Christ, the Christian Church, or the United Church of Christ.

Seventeenth and eighteenth century immigrants from Scotland and Northern Ireland brought *Presbyterianism* to Pennsylvania and later to many of the middle and southern colonies. By the mid-eighteenth century, Presbyterianism had nearly as many members as the Anglican and Congregationalist churches.

Members of the *Society of Friends* (often referred to as *Quakers*) began immigrating from England, Wales, and Germany in the late 1600s. A large group of Quakers settled near Philadelphia. By 1700 the Society gained considerable influence in most of the New England and middle-Atlantic colonies. Quaker migration to the southern colonies, especially North Carolina, continued until the Revolutionary War when the strength of the Society began to decline. Many Quakers left the southern states and migrated primarily to Ohio, Indiana, Illinois, and Canada.

Several groups of the *Evangelical*, *German Reformed*, and *German Lutheran* faiths settled in Pennsylvania in the 1700s. At the same time, several small groups of German Pietists, such as the *Mennonites*, *Dunkards*, *Brethren*, and *Amish* also arrived in Pennsylvania. Groups of *Dutch Reformed* from Holland became well-established in New York and New Jersey in the mid 1600s.

The nineteenth century was a period of church growth, diversity, and division. Millions of new immigrants reshaped American religious life. For example, large numbers of German and Scandinavian (particularly Swedish) immigrants established many *Lutheran* congregations, especially in the upper midwest states.

The *Baptist* religion, established in colonial Rhode Island, became the largest Protestant denomination in the United States by the early 1800s, when many Baptist churches were organized throughout the middle-Atlantic and southern states. The Baptists again became the largest Protestant denomination after 1920.

By 1850 approximately one-third of all American Protestants were *Methodists*. From about 1820 to 1920 Methodism was the largest Protestant denomination.

Many *Jewish* immigrants have also been attracted to America's largest cities. The ancestors of most American Jewish families arrived in the late nineteenth and early twentieth centuries. These included many immigrants from eastern Europe, particularly Austria and Russia.

The Church of Jesus Christ of Latter-day Saints (also known as the Mormon Church) was organized in New York in 1830. Latter-day Saint communities

were established in Kirtland, Ohio, central western Missouri, and Nauvoo, Illinois, before the main group of the Church migrated to the Intermountain West. By 1900, there were LDS settlements in Utah, Nevada, Arizona, Idaho, Wyoming, Colorado, California, Mexico, and Alberta, Canada. The *LDS Records Research Outline* (34080) gives more information about records of The Church of Jesus Christ of Latter-day Saints.

For a history of religions in the United States see:

Ahlstrom, Sydney E. *A Religious History of the American People*. New Haven, Conn.: Yale University Press, 1972. (FHL book 973 K2ah; computer number 270727.)

Finding Church Records

Many original church records are still at the local church. Others have been gathered into a church or state archives or deposited with a local historical society. To locate them, you must first identify your ancestor's denomination.

If you *know* the denomination:

- Look for their records in the Locality Search of the Family History Library Catalog under [STATE], [COUNTY], [TOWN] - CHURCH RECORDS.
- Write directly to the minister of the local church. The addresses are usually in city or telephone directories. Some denominations, such as the Roman Catholics and Lutherans, also publish directories. Addresses are also listed in Melton's *National Directory* . . . cited in "Guides to Church Records" below.
- Write to the historical society or church archives that may have the records.
- Write to the church headquarters to ask where the records of the specific congregation are located.

If you *do not know* the denomination of your ancestors:

- Search marriage records, obituaries, family and local histories, cemeteries, and family Bibles for clues.
- Check local histories and city directories to determine which churches were in the area or neighborhood at the same time as your ancestors.
- Write to a local library or historical society for information on churches in the area. Regardless of your family's past or present denomination, look for family information in the records of other churches in the area.

The following is a partial list of some of the major denominational archives and sources that can provide more information.

Baptist

American Baptist - Samuel Colgate Historical Library
1106 South Goodman Street
Rochester, NY 14620-2532
Telephone: 716-473-1740

Southern Baptist Historical Library and Archive
901 Commerce Street, Suite 400
Nashville, TN 37203-3630
Telephone: 615-244-0344

Congregational

Congregational Library
14 Beacon Street
Boston, MA 02108
Telephone: 617-523-0470
Fax: 617-523-0470

Jewish

American Jewish Archives
3101 Clifton Avenue
Cincinnati, OH 45220
Telephone: 513-221-1875
Fax: 513-221-7812

American Jewish Historical Society Library
2 Thornton Road
Waltham, MA 02154
Telephone: 617-891-8110
Fax: 617-899-9208

Latter-day Saints (Mormons)

Family History Library
35 N. West Temple Street
Salt Lake City, UT 84150-3400
Telephone: 801-240-2364
Fax: 801-240-1584

Other archives and libraries also have records. For information about records of The Church of Jesus Christ of Latter-day Saints see the *LDS Records Research Outline* (34080).

Lutheran

Concordia Historical Institute
The Lutheran Church—Missouri Synod
801 De Mun Avenue
St. Louis, MO 63105
Telephone: 314-505-7900
Fax: 314-505-7901

Evangelical Lutheran Church of America (ELCA Archives)
8765 West Higgins Road
Chicago, IL 60631-4198
Telephone: 773-380-2818

If a local church is still active, it will be able to help find their records. The records of disbanded U.S. churches are at the ELCA Archives in Chicago. The archives has records of many congregations; those on microfilm can be borrowed for a small fee. Partial lists of church records in its collection are:

ALC (American Lutheran Church) Archives. *ALC Congregations on Microfilm*. Dubuque, Iowa: The Archives, [197-?]. (FHL fiche 6330690-93; computer number 170040.) Arranged by state and city of congregation. The ALC Archives are now part of the ELCA Archives.

American Lutheran Church Shelf List Index to Their Church Records Microfilmed as of 1987. N.p., 1988. (FHL book 973 K2aL; computer number 522728.)

A guide to most Lutheran churches and addresses is:

Lutheran Church Directory for the United States 1982. New York: Lutheran Council in the USA, 1981. (FHL book 973 K24L; computer number 54222.)

Methodist

United Methodist Archives Center
Drew University Library
P.O. Box 127
Madison, NJ 07940
Telephone: 201-408-3189
Fax: 201-408-3909

Presbyterian

Southern Region
Presbyterian Church (USA) Dept. of History
318 Georgia Terrace
Box 849
Montreat, NC 28757
Telephone: 704-669-7061
Fax: 704-669-5369

Northern Region
Presbyterian Historical Society
425 Lombard Street
Philadelphia, PA 19147-1516
Telephone: 215-627-1852
Fax: 215-627-0509

For their obituaries, news clippings, ministerial service, genealogies, histories, and biographical sketches see:

Presbyterian Historical Society (Philadelphia, Pennsylvania). *Miscellaneous Biographical Collection*. Salt Lake City: Genealogical Society of Utah, 1967. (On 69 FHL films starting with 506383; computer number 325991.)

Benedetto, Robert. *Guide to the Manuscript Collections of the Presbyterian Church, USA*. New York: Greenwood Press, 1990. (FHL book 973 A3ben; computer number 612308.) Indexed.

Roman Catholic

Records of most parishes are kept in the individual parishes or in diocese offices. Guides to dioceses and parishes are:

Official Catholic Directory. Wilmette, Ill.: P.J. Kenedy & Sons, annual. (FHL book 282.025 Of2; computer number 38388.)

Humling, Virginia. *U.S. Catholic Sources: A Diocesan Research Guide*. Salt Lake City: Ancestry, 1995. (FHL book 973 K2hu; computer number 761916.)

For older North American church records kept by priests of the Order of the Holy Cross contact:

Holy Cross Provincial Archives
P.O. Box 568
South Bend, IN 46556
Telephone: 219-631-5371

Society of Friends (Quakers)

Orthodox Records
Magill Historical Library
Haverford College
Haverford, PA 19041
Telephone: 610-896-1175
Fax: 610-896-1102

Hicksite Records
Friends Historical Library
Swarthmore College
500 College Ave.
Swarthmore, PA 19081
Telephone: 610-328-8496

Important guides to records include:

Hinshaw, William Wade. *Encyclopedia of American Quaker Genealogy*. 6 vols. Ann Arbor, Mich.: Edwards Bros., 1936-1950. (FHL book 973 D2he; film 432597-606; fiche 6051371-79; computer number 246279.)

Hill, Thomas C. *Monthly Meetings in North America: An Index*. 2nd ed. Cincinnati: n.p., 1993. (FHL book 973 K22h 1993; film 1698282 item 11; computer number 703086.) Alphabetical by monthly meeting. Gives address and sometimes location of records.

United Church of Christ

(Merger of the Evangelical and German Reformed churches and some Congregational churches)

Evangelical and Reformed Historical Society and Archives
555 West James Street
Lancaster, PA 17603
Telephone: 717-290-8711 or 717-393-0654

Church Records at the Family History Library

The library has a substantial collection of original church records and transcripts on microfilm. These include records of many denominations, particularly the Quaker, Presbyterian, Congregational, Lutheran, Reformed, and Roman Catholic churches in the eastern, southern, and midwestern states.

The library also has an extensive collection of records of The Church of Jesus Christ of Latter-day Saints. This includes membership records, temple records, and church censuses. Although these records pertain to all states and many countries, they are described in more detail in the *Utah Research Outline* (31081) and in the *LDS Records Research Outline* (34080).

Church records are generally found in the Locality Search of the Family History Library Catalog under [STATE], [COUNTY], [TOWN] - CHURCH RECORDS. Histories of churches are listed under [STATE], [COUNTY], [TOWN] - CHURCH HISTORIES.

Many christenings and marriages listed in the records of some churches (such as the Congregational, Dutch Reformed, and Lutheran) have been listed in the International Genealogical Index® (IGI). This index is available at the Family History Library and Family History Centers (see the "Genealogy" section of this outline).

Guides to Church Records

Sources that can help you locate churches and church records are:

Melton, John Gordon, ed. *National Directory of Churches, Synagogues, and Other Houses of Worship*. 4 vols. Detroit: Gale Research, 1994. (FHL book 973 K24nd; computer number 707243.) 350,000 church addresses, telephone numbers, and sometimes size of congregation. Alphabetical by region, state, town, denomination, and name of church.

Jacquet, Constant H. *Yearbook of American and Canadian Churches*. Nashville: Abingdon Press, annual. (FHL book 970 K2wh; computer number 16749.) This yearbook provides brief histories of each denomination and the names and addresses of officials.

Melton, John Gordon. *The Encyclopedia of American Religions*. 3rd ed. Detroit: Gale Research, 1989. (FHL book 973 K26me; computer number 491196.) This source provides basic doctrine, history, addresses, and other sources of information about 1,350 denominations.

For more information on obtaining addresses, see the "Archives and Libraries" and "Directories" sections of this outline.

COURT RECORDS

Court records are usually searched after other records have already been investigated, but they should not be overlooked. Court records can establish family relationships and places of residence. They often provide occupations, descriptions of individuals, and other excellent family history information.

Many of your ancestors' names will be found in court records—perhaps as defendants, plaintiffs, witnesses, or jurors. They may have participated in cases involving probate, naturalization, divorce, debt, adoption, guardianship, licenses, appointment to public offices, taxes, civil and criminal lawsuits, property disputes, crimes, or many other matters brought before a court.

Because of their great importance to family history research, court records of "Probate" and "Naturalization" are discussed in separate sections of this outline. Divorces are discussed under "Vital Records."

Unfortunately, court records tend to be difficult to use. The records are usually not well-indexed, there are many records, court names and jurisdictions changed, and they use many legal terms and abbreviations. To interpret court records you may need to consult a dictionary, such as:

Black, Henry Campbell. *Black's Law Dictionary*. 6th ed. St. Paul, Minn.: West Publishing, 1990. (FHL book 340.03 B564L 1990; computer number 750209.)

Evans, Barbara Jean. *The New A to Zax*. (See the "For Further Reading" section near the end of this outline.)

There are three main types of legal cases you may find in court records.

- *Civil.* These cases involve violation of laws when an individual (but not society) is harmed, such as property damage, trespass, or libel. In these cases, one or more individuals file suit against other individuals to enforce private rights or to receive compensation for violation of rights.
- *Equity.* These involve disputes or arguments between individuals and do not involve violation of laws. In these cases, individuals petition the court to reach a fair decision for both parties. Examples of equity action are cases involving probates of estates and property rights. Today this function is mostly handled by civil courts.
- *Criminal.* These involve the violation of laws in which society is or may be harmed, such as drunk driving, theft, or murder. In these cases, the state (or "the people") file suit against the defendant. Serious crimes are felonies. Minor crimes are misdemeanors.

The United States has a dual judicial system. The federal (national) courts only try cases involving violations of the U.S. Constitution or federal statutory law. These are usually criminal cases.

The state court systems try both criminal and civil cases involving a state's constitution, laws, statutes, and local customs. Most civil cases and many criminal cases are tried in state courts. Most equity cases are tried in county or local courts.

Federal Courts

The federal court system began in 1789. A federal *district court* was established in each state. As the population grew, some states were divided into two or more districts. There are presently 89 districts in the 50 states. The district courts usually had jurisdiction over federal civil and equity cases, with limited criminal jurisdiction until 1866. Their jurisdiction has included admiralty, trade, bankruptcy, land seizure, naturalization, and, after 1815, non-capital criminal cases.

Three federal circuits were established to cover the whole country in 1789. The number gradually expanded to nine by 1866. Federal *circuit courts* had jurisdiction over all matters (especially criminal) covered by federal law. They also had some appellate functions from the district courts. In 1891, U.S. *circuit courts of appeal* were created to hear appeals from the district courts. They had the same boundaries (or circuits) as the circuit courts. The original circuit courts retained limited powers that often overlapped those of the district courts. In 1911 the original circuit courts were abolished.

To learn more about federal courts and their records of genealogical value, see *The Archives: A Guide to National Archives Field Branches* (described in the "Archives and Libraries" section).

State and Local Courts

Each state has the equivalent of a state supreme court and its own system of local courts, usually organized within counties or districts. Each court has jurisdiction over designated geographical areas and specific types of legal matters. The names and responsibilities of the courts in each state have changed and evolved throughout the years.

To learn about the courts where your ancestor lived, consult the "Court Records" section of the appropriate state research outlines. You may need to contact a local courthouse to learn about the courts that have served in that area.

Major Types of Court Records

Dockets. Often called court calendars, these are lists of cases heard by the court. Dockets usually list the names of the plaintiff and defendant, the date the case was heard, the case file number, and all the documents related to the case. They are usually in chronological, not alphabetical, order, but they may be indexed. They serve as a table of contents to the case files.

Minutes. These are brief daily accounts kept by the clerk of the court of all actions taken by the court. They usually include the names of the plaintiff and defendant and a brief description of the action taken. They are in chronological order and are seldom indexed.

Orders. These are the specific judgments or orders of the court. They usually include a brief description of the case and the judgment to be carried out. Some court actions recorded in court orders—such as orders granting citizenship, appointments of guardians, and re-recording of deeds to replace destroyed land records—are not found in any other court records.

Case Files. These generally contain the most helpful family information. A case file consists of a packet or bundle of all the loose documents relating to the case, such as the copies of evidence, testimony, bonds, depositions, correspondence, and petitions. To find a case file, obtain a case file number from the docket, the minutes, or an index.

Locating Court Records

Some states and counties are microfilming their early court records or gathering them to central locations, such as the state archives. Most court records,

however, are still at the local courthouses. You can usually request photocopies or search the indexes or dockets for the time period and surnames you need and, after obtaining a case file number, request photocopies of the complete case file.

Some court records and indexes have been printed. These are often summaries or abstracts of the records rather than the complete records. Many of the early court records of the original colonies and some later states have been published in various series called "archives," such as the *Pennsylvania Archives* (see the state research outlines).

The Family History Library has copies of many of the published records and indexes. The library also has microfilm copies of indexes, minutes, dockets, and orders from many local courthouses. The library does not generally acquire copies of the *complete* case files or packets. You can find further information about court records in research outlines available for each state. The holdings of the Family History Library are normally listed in the Locality Search of the Family History Library Catalog under one of the following:

[STATE] - COURT RECORDS
[STATE], [COUNTY] - COURT RECORDS
[STATE], [COUNTY], [TOWN] - COURT RECORDS

The records of most pre-1950 federal district and circuit federal courts are collected by the National Archives regional branch that serves the area. Records of the Supreme Court are indexed in the *Supreme Court Digest*. Records of the U.S. circuit courts of appeal are indexed in the *Federal Digest*. These publications are available at most law libraries and federal repository libraries. The Family History Library has copies of a few federal court records. For details about federal court records see:

Sourcebook of Federal Courts: U.S. District and Bankruptcy. Public Record Research Library. Tempe, Ariz.: BRB Publications, 1993. (FHL book 973 P2fc; computer number 721489.) Explains court structure, record keeping, record searching, state-by-state districts, counties covered, addresses, telephone numbers, indexing information, and search fees.

Szucs, Loretto Dennis, and Sandra Luebking. *The Archives: A Guide to the National Archives Field Branches*. Salt Lake City: Ancestry Publishing, 1988. (FHL book 973 A3sz; computer number 482180.) Pages 94-122 give federal court history and structure, record content and types, arrangement, finding aids, state-by-state location of records, and microfilm collections of court records at regional branches.

Court Records of Adoption

Many adoptees desire to identify their birth parents. This information is found in adoption records kept by a court, but these records are usually sealed and can be obtained only for good reason by getting a court order. These modern court records are *not* available at the Family History Library. You will need legal assistance to request a court order. You can also contact one of the many organizations that have been established in most states to assist adoptees. Further suggestions and addresses, including suggestions for locating missing persons, are in:

Askin, Jayne. *Search: A Handbook for Adoptees and Birthparents*. 2nd ed. Phoenix, Ariz: Oryx Press, 1992. (FHL book 973 D27aj 1992; computer number 650843.)

Klunder, Virgil L. *Lifeline: The Action Guide to Adoption Search*. Cape Coral, Fla.: Caradium Publishing, 1991. (FHL book 973 D27kL; computer number 618781.)

For the most up-to-date information about people who can search this kind of court record contact:

People Searching News
P.O. Box 22611
Fort Lauderdale, FL 33335-2611
Telephone: 407-768-2222

DIRECTORIES

Directories are alphabetical lists of names and addresses. These often list the adult residents of a city or area.

The most helpful directories for genealogical research are city and county directories of local residents and businesses. These are generally published annually and may include an individual's address, occupation, spouse's name, and other helpful facts. An individual's address can be very helpful when searching an unindexed census of a large city. Directories sometimes have maps and addresses of churches, cemeteries, courthouses, and other important locations.

The Family History Library has a comprehensive collection, *City Directories of the United States*, reproduced on microform by Research Publications. This includes 336 cities and regions from the late 1700s to 1935. The pre-1860 city directories are on more than 6,000 microfiche. Directories for 1861 to 1935 are on 1,118 microfilms. These and other directories are listed in the Locality Search of the Family History Library Catalog under [STATE], [COUNTY], [TOWN] - DIRECTORIES. You can

find further information about city directories in research outlines available for each state.

Some directories list only certain types of businesses, professionals, clergymen, alumni, or other special groups. These are listed in the Locality Search of the Family History Library Catalog under:

[STATE] - DIRECTORIES
[STATE] - OCCUPATIONS
[STATE], [COUNTY] - DIRECTORIES
[STATE], [COUNTY] - OCCUPATIONS

There are also special directories that can help you locate libraries, newspapers, churches, ethnic associations, government officials, and other organizations or offices.

Local public and university libraries generally have directories for their region. The Library of Congress has the largest collection of city and county directories.

Several companies have combined recent telephone directories from localities all over the United States onto computer compact discs. Most of the United States can be listed on two to six discs, divided by region. You can search the computer directories by name, address, town, or zip code. You can make printouts of selected names. Most public and college libraries have copies, and some are found on the Internet. For example, the Family History Library has:

Select Phone: The National Telephone Directory on CD-ROM. Version 3.5. Danvers, Mass.: Pro CD, 1994. (FHL compact disc no. 23; computer number 704685.) No circulation to Family History Centers.

EMIGRATION AND IMMIGRATION

The *Tracing Immigrant Origins Research Outline* (34111) can help you identify an immigrant ancestor's original hometown. It introduces the principles, search strategies, and additional record types you can use.

Nearly fifty million people have immigrated to America. Significant patterns of immigration and settlement can be observed during three periods:

Pre-1820. An estimated 650,000 individuals arrived in America before 1820. The majority (60 percent) were English and Welsh. Smaller numbers of German, Irish, Scotch-Irish, Dutch, French, Spanish, African, and other nationalities also arrived. For the most part these immigrants settled in small clusters in the eastern, middle-Atlantic, and southern states.

1820-1880. Over ten million immigrants came from northern Europe, the British Isles, and Scandinavia during these years. There was a significant increase in the number of immigrants from Germany and Ireland beginning in the 1840s and 1850s. While some of the new arrivals settled in large eastern and mid-western cities, most migrated to the midwest and west.

1880-1920. More than twenty-five million immigrants, primarily from southern and eastern Europe, were attracted to this country. The largest numbers (in order) came from Germany, Italy, Ireland, Austria-Hungary, Russia, and England. Many of these immigrants settled in the larger cities, including New York City, Chicago, and Philadelphia.

An in-depth description of colonial and federal immigration lists is:

Tepper, Michael H. *American Passenger Arrival Records: A Guide to the Records of Immigrants Arriving at American Ports by Sail and Steam.* Updated and enlarged. Baltimore: Genealogical Publishing, 1993. (FHL book 973 W27am 1993; computer number 634356.)

Finding the Country and City of Origin

Records that generally provide the *country of origin* include the U.S. censuses beginning in 1850, biographies, death records, obituaries, naturalization declarations or petitions, pre-1883 passenger lists, and military records. These records do not usually list the exact town that the ancestor came from.

Before you can effectively search the records of another country, you need to know the name of the *city or town* your immigrant ancestor came from. Clues about an ancestors' town of origin are found in various sources, including diaries and other records in your family's possession. You may find the town of origin in family and local histories, church records, obituaries, marriage records, death records, tombstones, passports (particularly since the 1860s), passenger lists (particularly those after 1883), and applications for naturalization.

Passenger Arrival Records

Passenger arrival records can help you determine when an ancestor arrived and the ports of departure and arrival. They can also be used to identify family and community members who arrived together as well as the country they came from.

Pre-1820 Passenger Arrival Records

To find passenger arrival records for immigrants arriving before 1820, you must rely on printed

sources. These include published lists of immigrants' names taken from newspapers, naturalization oaths, indenture lists, headright grants, and other records. These types of records are listed in the Locality Search of the Family History Library Catalog under one of the following:

[STATE] - EMIGRATION AND IMMIGRATION
[STATE], [COUNTY] - EMIGRATION AND IMMIGRATION
[STATE], [COUNTY], [TOWN] - EMIGRATION AND IMMIGRATION

An excellent index of over 2,500,000 names found in more than 2,500 published sources is:

Filby, P. William. *Passenger and Immigration Lists Index*, 15 vols. Detroit: Gale Research, 1981-. (FHL book 973 W32p; computer number 75625.) The first three volumes are a combined alphabetical index published in 1981. Supplemental volumes have been issued annually. There are also cumulative 1982 to 1985, 1986 to 1990, and 1991 to 1995 supplements. This does not index official U.S. arrival lists (see below) or manuscript sources, but it does index the names of many people who immigrated between 1538 and the 1900s and who are listed in post-1820 published sources.

Passenger Arrival Records Beginning in 1820

If your ancestor arrived after 1819, he may be listed in one or more of the following. These lists are in chronological order by the date of arrival, and the lists for one year may be on as many as twenty microfilms. Some of the lists are indexed.

Customs Passenger Lists, 1820 to 1902. These are lists that were submitted by the masters of ships to U.S. customs officials upon arrival in the United States. Customs passenger lists include each immigrant's name, age, sex, occupation, country of origin, and country or place of intended destination.

Immigration Passenger Lists, since 1883. These lists, also known as "ship manifests," were submitted by the masters of ships to the Immigration and Naturalization Service and its predecessors. In addition to the same information found in the customs passenger lists, you may find the exact birthplace or last residence, marital status, previous U.S. residence, place of destination, and the names of relatives in the "old country" and in the United States.

The National Archives has the customs and immigration passenger lists and indexes from 1820 to the 1950s. These are described in *Guide to Genealogical Research in the National Archives* (see the "For Further Reading" section of this outline). You can request a search of the records at the National Archives with form NATF 81.

The Family History Library has copies of over 12,000 microfilms of passenger arrival records and indexes from the National Archives. The following is a list of the major ports and years for which National Archive microfilm records are available. The approximate number of immigrants admitted from 1820 to 1920 is in parentheses after the name of the city. The film numbers of these records are most easily found in the Locality Search of the Family History Library Catalog under [STATE], [COUNTY], [TOWN] - EMIGRATION AND IMMIGRATION.

Following is a guide to the most significant collections at the Family History Library. Use the FHL computer number to find the collection in the Family History Library Catalog on computer. Use the National Archives number when working at National Archives branches.

- *New York City* (23,960,000)
  Indexes
  1820-1846 FHL computer number 15681
  1897-1902 FHL computer number 92040
  1902-1943 FHL computer number 92040
  Lists
  1820-1897 FHL computer number 15681
  1897-1942 FHL computer number 92040

- *Boston* (2,050,000)
  Indexes*
  1848-1891 FHL computer number 217426
  1899-1940 FHL computer number 92077
  Lists
  1820-1873, 1884-1891 FHL computer number 217426
  1891-1943 FHL computer number 92077

- *Baltimore* (1,460,000)
  Indexes*
  1820-1897 FHL computer number 218234
  1897-1952 FHL computer number 175219
  1833-1866 FHL computer number 175226
  Lists
  1820-1921 FHL computer number 216036

- *Philadelphia* (1,240,000)
  Indexes*
  1800-1906 FHL computer number 216604
  1883-1948 FHL computer number 175209
  Lists
  1800-1882 FHL computer number 216604
  1883-1921 FHL computer number 175209

- *New Orleans* (710,000)
  Indexes*
  1853-1952 FHL computer number 216594
  Lists
  1820-1921 FHL computer number 216594

*Also see the *Supplemental Index* described below.

- *Other Ports* (4,000,000). Lists and indexes for Charleston, Galveston, Key West, New Bedford, Passamaquoddy, Portland (Maine), Providence, San Francisco, Seattle, and other ports are also at the Family History Library and the National Archives.

  A collection of the lists of over 60 smaller ports is found in:

  United States. Bureau of Customs. *Copies of Lists of Passengers Arriving at Miscellaneous Ports on the Atlantic and Gulf Coasts. . . .* Washington, D.C.: National Archives, 1964. (FHL films 830231-46; computer number 216254.) These lists range from 1820 to 1874, but most years are missing.

  An index to the above lists is:

  United States. Bureau of Customs. *Supplemental Index to Passenger Lists of Vessels Arriving at Atlantic and Gulf Coast Ports . . . .*Washington, D.C.: National Archives Record Services, 1960. (FHL films 418161-348; computer number 216582.) This also indexes lists for Baltimore (1820-1869), Boston (1820-1874), New Orleans (1820-1850), and Philadelphia (1820-1874).

Ship Arrival Records

If there is no index to the lists you need, but you know the name of the ship and the year of arrival, the following ship arrival records may help you select the specific film to search. These list the name of the ship and the exact date of arrival.

Morton Allan Directory of European Steamship Arrivals: for the Years 1890 to 1930 at the Port of New York and for the Years 1904 to 1926 at the Ports of New York, Philadelphia, Boston, and Baltimore. 1931. Reprint, Genealogical Publishing, 1980, 1987. (FHL book 973 U3m; fiche 6046854; computer number 30102.) This lists the names of vessels and the dates of arrival by year and by steamship line.

United States. Immigration and Naturalization Service. *Registers of Vessels Arriving at the Port of New York from Foreign Ports, 1789-1919.* Washington, D.C.: National Archives and Records Service, 1980. (FHL film 1415143-69; computer number 132219.) These records from the National Archives list the names of vessels and the dates of arrival in alphabetical and chronological arrangements.

Other Published Sources

There are published transcripts and indexes for some ports and dozens of ethnic groups. For example, the Family History Library has lists of:

- Baltimore arrivals from 1820 to 1834
- Philadelphia arrivals from 1800 to 1819
- Irish arrivals at New York from 1846 to 1852
- Dutch arrivals from 1820 to 1880
- German arrivals from 1850 to 1888 (ongoing series)

These sources are generally found in the Locality Search of the Family History Library Catalog under one of the following:

[STATE], [COUNTY], [TOWN] - EMIGRATION AND IMMIGRATION
UNITED STATES - EMIGRATION AND IMMIGRATION

Over 2,500 other published sources are listed in:

Filby, P. William. *Passenger and Immigration Lists Bibliography, 1538-1900*, 2d ed. Detroit: Gale Research, 1988. (FHL book 973 W33p 1988; computer number 482522.) Arranged by author and title. Includes index by place-names, nationalities, naturalizations, occupations, religious groups, military units, ship's name, prisoners, or indentured servants.

Canadian Border Crossings, 1895-1954

Lists of passengers crossing the Canadian border to the United States were collected into this record: *Manifests of Passengers Arriving in the St. Albans, Vermont District.* In spite of the title, this collection includes records from all over Canada and the northern United States (not just St. Albans). These are the records of U.S. immigration officials who inspected travelers at the following places:

- At all Canadian seaports and emigration stations (including major interior cities such as Quebec, Winnipeg, etc.). Officials used shipping company passenger lists (manifests) to determine passengers bound for the United States via Canada.
- At U.S. train arrival stations in all border states (from Washington to Maine).

The records may give this information:

- Name
- Port or station of entry
- Date
- Literacy
- Last residence
- Previous visits to United States
- Place of birth

Border Crossing Lists. These records are in the Family History Library. They are in two series, as shown below:

Manifests of Passengers Arriving in the St. Albans, Vermont, District through Canadian Pacific and Atlantic Ports, 1895-1954. (608 rolls; FHL films 1561087-499; computer number 423848.) From seaports and railroad stations all over Canada and the northern United States.

Manifests of Passengers Arriving in the St. Albans, Vermont, District through Canadian Pacific Ports, 1929-1949. (25 rolls; FHL films 1549387-411; computer number 423848.) In transit to the United States from Canadian Pacific seaports only.

Manifests for Pacific and Atlantic ports provide two types of lists: the traditional passenger lists on U.S. immigration forms and monthly lists of names of aliens crossing the border on trains. These monthly lists are arranged by month, then alphabetically by name of port, and then by railway.

Border Crossing Indexes. In many cases, the index cards are the *only* record of the crossing. Four publications index the records:

Soundex Index to Canadian Border Entries through the St. Albans, Vermont, District, 1895-1924. (400 rolls; FHL films 1472801-3201; computer number 423848.)

The Soundex is a coded surname index based on the way a name sounds rather than how it is spelled. Names like Smith and Smyth have the same code and are filed together.

Soundex Index to Entries into the St. Albans, Vermont, District through Canadian Pacific and Atlantic Ports, 1924-1952. (98 rolls; FHL films 1570714-811; computer number 423848.)

Alphabetical Index to Canadian Border Entries through Small Ports in Vermont, 1895-1924. (6 rolls; 1430987-92; computer number 423849.) Arranged first by entry station, and then alphabetically by surname. From Vermont ports of entry only: Alburg, Beecher Falls, Canaan, Highgate Springs, Island Pond, Norton, Richford, St. Albans, and Swanton.

Card Manifests (Alphabetical) of Individuals Entering through the Port of Detroit, Michigan, 1906-1954. (117 rolls; FHL films 1490449-565; computer number 432703.) Michigan ports of entry only: Bay City, Detroit, Port Huron, and Sault Sainte Marie.

Passports

Passports were not required of U.S. citizens before World War I, but many were issued to those traveling abroad. Passport applications usually provide the names, ages, places of residence, and personal descriptions of individuals intending to travel outside the United States. They sometimes include the exact dates and places of birth and arrival in the United States.

The Family History Library has collections of passport records and indexes from the National Archives including:

United States. Immigration and Naturalization Service. *Passport Applications, 1795-1924; Indexes, 1830-1831, 1850-1852, 1860-1925*. Washington, D.C.: Salt Lake City: Genealogical Society of Utah, 1985. (On 2,090 FHL films starting with 1429876; computer number 437973.)

Other passport records and indexes are listed under computer numbers 559568, 558985, and 627535. They are also listed in the Locality Search of the Family History Library Catalog under UNITED STATES - EMIGRATION AND IMMIGRATION. Later records are generally restricted and are in the custody of the U.S. Department of State.

Emigration Records of Europe

The major European ports of departure in the nineteenth century included Liverpool, LeHavre, Bremen, Hamburg, and Antwerp. Most emigrants after 1880 came through Bremen, Hamburg, LeHavre, Liverpool, Naples, Rotterdam, and Trieste. Some countries kept records of their emigrants (individuals leaving the country). For example, the Family History Library has the Hamburg passenger lists and indexes:

Hamburg. Auswanderungsamt. *Auswandererlisten, 1850-1934* (Emigration Lists, 1850-1934). Salt Lake City: Genealogical Society of Utah, 1964, 1975. (On 486 FHL films starting with 884668; computer number 11064.)

The library also has a few records for other ports. These are listed in the Locality Search of the Family History Library Catalog under [COUNTRY], [COUNTY], [TOWN] - EMIGRATION AND IMMIGRATION.

A list of emigrants from Russia, Poland, Finland, and the Baltic states is found in:

Records of the Russian Consular Offices in the United States, 1862-1928. Salt Lake City: Genealogical Society of Utah, 1986. (On 169 FHL films starting with 1463389; computer number 449311.)

The following is an index to the above work:

Sack, Sallyann Amdur. *The Russian Consular Records Index and Catalog*. Garland Reference Library of Social Science, v. 392. New York: Garland Publishing, 1987. (FHL book 973 D22s; film 1605681; computer number 453886.)

GAZETTEERS

A gazetteer is a list and description of places. It can be used to locate the places where your family lived. Gazetteers describe towns and villages, sizes of population, rivers and mountains, and other geographical features. They usually include only the names of places that existed at the time the gazetteer was published. The place names are generally listed in alphabetical order, similar to a dictionary.

Modern Place Names

Place Names in the Family History Library Catalog. Places are listed by their modern names and boundaries. The catalog includes only places for which the library has records.

In the microfiche catalog, you can find the current county and state for a town. See the pointers on the first Locality Search microfiche for each state. For example, this pointer shows Chicago is located in Cook County:

CHICAGO, ILLINOIS -----> ILLINOIS, COOK, CHICAGO.

In the compact disc catalog, see the Locality Browse to list:

- All the towns in the catalog alphabetically.
- All the towns in the catalog in the same county.
- All the counties in the catalog in the same state.

Other Sources of Place Information. For more comprehensive information, see:

Bullinger's Postal and Shippers Guide for the United States & Canada, annual. Westwood, N.J.: Bullinger's Guides, 1871-. (FHL book 970 E8b; 1961 edition on film 483709; computer number 32238.) It is available at most large libraries.

Other helpful books or records are listed in the Locality Search of the Family History Library Catalog under:

UNITED STATES - NAMES, GEOGRAPHICAL
UNITED STATES - GAZETTEERS

Two national gazetteers are:

Abate, Frank R., ed. *American Places Dictionary: A Guide to 45,000 Populated Places, Natural Features, and Other Places in the United States*. 4 vols. Detroit: Omnigraphics, 1994. (FHL book 973 E5a; computer number 761823.)

Abate, Frank R., ed. *Omni Gazetteer of the United States of America: Providing Name, Location, and Identification for Nearly 1,500,000 Populated Places, Structures, Facilities, Locales, Historic Places, and Geographic Features in the Fifty States* . . . 11 vols. Detroit: Omnigraphics, 1991. (FHL book 973 E5o; computer number 620916.)

Historical Place Names

Because names and boundaries of some places have changed or no longer exist, you may need to use sources that describe places as they were known earlier. An example of a national gazetteer that identifies places in the United States as of 1884 is:

de Colange, Leo. *The National Gazetteer*. London: Hamilton, Adams, and Co., 1884. (FHL book 973 E5c; film 845264; fiche 6046725; computer number 266807.)

Some additional pre-1900 U.S. gazetteers are:

- 1797 fiche 6010048-54; computer number 263034.
- 1834 fiche 6010021-24; computer number 266821.
- 1853 fiche 6046770; computer number 266808.
- 1855 fiche 6010028-32; computer number 137569.

These sources are listed in the Locality Search of the Family History Library Catalog under UNITED STATES - GAZETTEERS. Gazetteers and similar guides to place names for most states are listed in the Locality Search under [STATE] - GAZETTEERS. For bibliographies of gazetteers see:

Grim, Ronald E. *Historical Geography of the United States: A Guide to Information Sources*. Detroit: Gale Research, 1982. (FHL book 973 E33g; computer number 248947.)

Sealock, Richard B., ed., et. al. *Bibliography of Place-Name Literature, United States and Canada*. 3rd ed. Chicago: American Library Assoc., 1982. (FHL book 970 E23s 1982; computer number 247012.)

GENEALOGY

The term *genealogy* is used in this outline and in the Family History Library Catalog to describe a variety of records containing family information previously gathered by other researchers, societies, or archives. These records can include pedigree charts, compiled data on families, correspondence, ancestor lists, research exchange files, record abstracts, and collections of original or copied documents. These can be excellent sources of information that can save you valuable time. Because they are secondary sources of information, however, they must be carefully evaluated for accuracy.

Unique Sources Available from the Family History Library

The Family History Library has the following sources that contain previous research or can lead you to others who are interested in sharing family information. For further details about these sources see the *LDS Records Research Outline* (34080).

- The names of over 48 million deceased individuals who lived in the United States are listed in the International Genealogical Index (IGI) at the library and at each Family History Center. For further details about this index see *International Genealogical Index® (on compact disc)* (31025), and *International Genealogical Index® (on microfiche) Resource Guide* (31026).
- More than eight million forms showing family groups have been microfilmed in the Family Group Records Collection. This includes many United States families. The film numbers are listed in the Author/Title Search of the Family History Library Catalog under the title of the collection. There are two major sections: the "Archive Section" and the "Patron Section."
- More than 350,000 individuals have registered in the Family Registry™ to help other researchers contact them and to share information about an ancestor or the activities of their family organization. This source is on microfiche at the Family History Library and at many Family History Centers. This file no longer accepts new registrations. Instead, you are encouraged to submit your genealogy to Ancestral File which lists the name and address of each submitter.
- Ancestral File is a lineage linked database of genealogical information for over 29 million individuals. It is available on computer at the library and most Family History Centers. For further details see *Using Ancestral File* (34113).

  You are invited to contribute your genealogy to Ancestral File. Instructions are found in *Contributing Information to Ancestral File*™ (34029). You can also make corrections if you find incomplete or inaccurate information already in the file. For instructions see *Correcting Information in Ancestral File*™ (34030). For further information, contact:

  Ancestral File Operations Unit
  50 East North Temple
  Salt Lake City, Utah 84150-3400
  Telephone: 801-240-2584
  Fax: 801-240-4606

- The Surname Search of the Family History Library Catalog lists over 130,000 surnames found in family histories, genealogies, and pedigrees. When using the Surname Search on compact disc, press the **F6** key to add key words or phrases that limit the scope of the search. The computer will find descriptions in which both the surname and the key words appear. This is especially helpful for narrowing searches on a common surname like Smith. To choose key words, use the names of states where the family lived or prominent maiden surnames in the family.

Published Sources

Family Histories

Many families have produced histories that may include genealogical data, biographies, photographs, and other excellent information. These usually include several generations of the family. The Family History Library has an *extensive* collection of almost 50,000 published U.S. family histories and newsletters, including copies of most of the histories listed in the sources below. Copies at the library are listed in the Surname Search of the Family History Library Catalog. Not every name found in a family history will be listed in the catalog. Only four or five major surnames are included for an average size family history.

Major collections of printed family histories are also found at most of the archives and libraries listed at the beginning of this outline. Most large libraries have the following indexes and catalogs to published family histories:

Genealogical Index of the Newberry Library. 4 vols. Boston: G. K. Hall, 1960. (FHL Ref book 929 N424g; films 928135-37; computer number 334356.) This lists books published before 1917.

Greenlaw, William Prescott. *The Greenlaw Index of the New England Historic Genealogical Society*. 2 vols. Boston: G. K. Hall, 1979. (FHL Ref Q book 974 D22g; computer number 40822.) This indexes genealogical information in records acquired by the society that were printed between 1900 and 1940. It contains references to sources that include three or more generations.

Index to American Genealogies . . . . (known as Munsell's Index). 1900. Reprint, Baltimore: Genealogical Publishing, 1967. (FHL book 973 D22m 1900; film 599811; computer numbers 109342 and 200077.) This indexes 63,000 citations in family and local history books and periodicals published prior to 1908.

Kaminkow, Marion J. *Genealogies in the Library of Congress: A Bibliography*. 2 vols. 2 supplements, 1972-76, 1976-86. Baltimore: Magna Charta Book, 1972. (FHL Ref book 016.9291 K128g; computer numbers 69719, 416883, 448402.) A 1981 *Complement* is FHL Ref book 016.9291 K128c; computer number 611219. The *Complement* lists genealogies at 45 other libraries. The newest supplement is:

Genealogies Cataloged in the Library of Congress since 1986. Washington, D.C.: Cataloging Distribution Service, Library of Congress, 1992. (FHL book 016.9291 L616g; computer number 645589.)

New York Public Library. *Dictionary Catalog of the Local History and Genealogy Division*. 18 vols. Boston: G. K. Hall, 1974. (FHL Ref book 974.71 A3nd; computer number 336187.)

Rider, Fremont, ed. *American Genealogical-Biographical Index*. Vols. 1-186+. Middletown, Conn.: Godfrey Memorial Library, 1952-. (FHL book 973 D22am ser. 2; on 31 FHL films starting with 1698167; computer number 49554.) This is a continuing series. An earlier version of 48 volumes was published as *The American Genealogical Index*, 1942-1951. Over 12 million brief citations (name, date, and source) to manuscripts, periodicals, and books. The earlier version had reference to 350 sources; the second version has consulted an additional 800 sources.

To help interpret citations and locate the original sources use the colored pages in some volumes or see:

Clark, Patricia L., and Dorothy Huntsman, eds. *American Genealogical Biographical Key Title Index*. Salt Lake City: Genealogical Society of Utah, 1990. (FHL book 973 D22am index; film 1698167 item 4; fiche 6088377; computer number 491052.) Shows which sources are at the Family History Library and their call numbers.

An index to family information found in published family histories, periodicals, local histories, and other sources acquired by the Family History Library before 1964 from all over the United States is:

Old Surname Index File. Salt Lake City: Genealogical Society of Utah, 1976. (FHL films 820378-98; computer number 142606.)

Printed Compilations

Many individuals and societies have compiled and published ancestor lists, lineage books, and genealogy tables. These usually represent the ancestry or descent of a group of individuals from a specific place, time, or event. For example, you may find compiled genealogies of colonial immigrants, soldiers who served in the Revolutionary War, pioneers of a state, or members of a religious group. These are usually listed in the Locality Search of the Family History Library Catalog under UNITED STATES - GENEALOGY or [STATE] - GENEALOGY. Also see the "Societies" section of this outline. This is an example of a compiled genealogy:

Virkus, Frederick A., ed. *Abridged Compendium of American Genealogy: First Families of the United States*. 7 vols. 1925-1942. Reprint, Baltimore: Genealogical Publishing, 1987. (FHL book 973 D2vf; computer number 455463; compact disc no. 9 pt. 114; computer number 607586.)

Manuscript Collections

Many libraries, archives, societies, and individuals have collected a wide variety of unpublished records pertaining to families. These may include the life work of genealogists, records submitted to patriotic or lineage societies, and records submitted to share genealogical information (such as pedigree charts). You will need to search most manuscript collections personally.

The Family History Library has microfilm copies of several major manuscript collections. These collections are described in the state research outlines. They are listed in the Locality Search of the Family History Library Catalog under:

UNITED STATES - GENEALOGY
[STATE] - GENEALOGY
[STATE], [COUNTY] - GENEALOGY

Numerous family papers and unpublished collections at other libraries and archives are listed in the:

National Union Catalog of Manuscript Collections (NUCMC). Annual. Washington, D.C.: Library of Congress, 1959-. (FHL book 016.091 N21; computer number 153098.)

An index to 200,000 names in the collections described is:

Index to Personal Names in the National Union Catalog of Manuscript Collections, 1959-1984. 2 vols. Alexandria, Va.: Chadwyck-Healey, 1988. (FHL book 016.091 N21 Index 1959-1984; computer number 444035.)

HISTORICAL GEOGRAPHY

Because counties were often divided and their names and boundaries changed, you may need to determine previous boundaries and jurisdictions to locate your

ancestors' records. A county history is the best source of information about a county's origin. Other sources that can help you determine the origin of a county are:

Kane, Joseph Nathan. *The American Counties: Origins of Names, Dates of Creation and Organization, Area, Population, Historical Data, and Published Sources*. 4th ed. Metuchen, N.J.: Scarecrow Press, 1983. (FHL book 973 E2ka 1983; computer number 373725.)

The Handy Book for Genealogists. 8th ed. Logan, Utah: Everton Publishers, 1991. (FHL book 973 D27e 1991; computer number 594019.)

Other sources about boundary changes are found in the Locality Search of the Family History Library Catalog under UNITED STATES - HISTORICAL GEOGRAPHY. The historical atlases described in the "Maps" section of this outline contain maps depicting county formations, migration and settlement patterns, military actions, ethnic distribution, religious trends, and population trends.

HISTORY

Effective family research requires some understanding of the historical events that may have affected your family and the records about them. Learning about wars, governments, laws, migrations, and religious trends may help you understand political boundaries, family movements, and settlement patterns. These events may have led to the creation of records that your family was listed in, such as land and military documents.

Your ancestors will become more interesting to you if you also use histories to learn about the events that were of interest to them or that they may have been involved in. For example, by using a history you might learn about the events that occurred in the year your great-grandparents were married.

You can find national, state, or local histories in the Locality Search of the Family History Library Catalog under one of the following:

UNITED STATES - HISTORY
[STATE] - HISTORY
[STATE], [COUNTY] - HISTORY
[STATE], [COUNTY], [TOWN] - HISTORY

United States History

The following are only a few of the many sources that are available at most large libraries:

Schlesinger, Jr., Arthur M. *The Almanac of American History*. Greenwich, Conn.: Bison Books, 1983. (FHL book 973 H2alm; computer number 448235.) This provides brief historical essays and chronological descriptions of thousands of key events in United States history.

Webster's Guide to American History: A Chronological, Geographical, and Biographical Survey and Compendium. Springfield, Mass.: G&C Merriam, 1971. (FHL book 973 H2v; computer number 270091.) This includes a history, some maps, tables, and other historical information.

Dictionary of American History, Revised ed., 8 vols. New York: Charles Scribner's Sons, 1976. (FHL book 973 H2ad; computer number 218842.) This includes historical sketches on various topics in U.S. history, such as wars, people, laws, and organizations.

Local Histories

Some of the most valuable sources for family history research are local histories. Published histories of towns, counties, and states usually contain accounts of families. They describe the settlement of the area and the founding of churches, schools, and businesses. You can also find lists of pioneers, soldiers, and civil officials. Even if your ancestor is not listed, information on other relatives may be included that will provide important clues for locating your ancestor. A local history may also suggest other records to search.

Most county and town histories include separate sections or volumes containing biographical information. These may include information on as many as 50 percent or more of the families in the locality.

In addition, local histories should be studied and enjoyed for the background information they can provide about your family's life-style and the community and environment in which your family lived.

About 5,000 county histories have been published for over 80 percent of the counties in the United States. For many counties there is more than one history. In addition, tens of thousands of histories have been written about local towns and communities. Bibliographies that list these histories are available for nearly every state. These are listed in the Locality Search of the Family History Library Catalog under [STATE] - BIBLIOGRAPHY or [STATE] - HISTORY - BIBLIOGRAPHY.

Local histories are extensively collected by the Family History Library, public and university

libraries, and state and local historical societies. Two useful guides are:

Filby, P. William. *A Bibliography of American County Histories*. Baltimore: Genealogical Publishing, 1985. (FHL book 973 H23bi; computer number 378947.)

Kaminkow, Marion J. *United States Local Histories in the Library of Congress*. 5 vols. Baltimore: Magna Charta Book, 1975-76. (FHL book 973 A3ka; computer number 263102.)

LAND AND PROPERTY

The availability of land attracted many immigrants to America and encouraged westward expansion. Land ownership was generally recorded in an area as soon as settlers began to arrive. These important records sometimes exist when few other records are available. The Family History Library has an extensive collection of state and county land records. You can find further information about state and county land records in research outlines available for each state.

Land records are primarily used to learn where an individual lived and when he lived there. They often reveal other family information, such as the name of a spouse, heir, other relatives, or neighbors. You may learn where a person lived previously, his occupation, if he had served in the military, if he was a naturalized citizen, and other clues for further research.

Government Land Grants

The Land Grant Process

Various royal, colonial, state, and federal governments established the first claims to land in what is now the United States. These governments have since sold or given much of this land to individuals. The person who obtains title to the land from the government receives a land grant. The process of receiving a land grant is sometimes referred to as "land-entry." Obtaining a grant of land from the government is the final step in a process that often resulted in the creation of several documents. The following is a general description of the documents that may have been created. Not all steps of the process may have been necessary, depending on local laws and customs.

The process generally began when a person seeking a grant submitted an *application* (*petition* or *memorial*) to the king or a governor, proprietor, or government office. He may have applied to purchase land or to receive it free as payment for military or other service. Various documents could have been submitted with the application, such as evidence of citizenship, military service, or prior claim to the land.

If the application was approved, a *warrant* was issued to the individual. The warrant was a certificate that authorized him to receive a certain amount of land. This was surrendered to the appropriate official or land office to request that a surveyor produce a *survey* (a written legal description of the land's location).

Early surveys used a metes-and-bounds system. This system described physical features of the land, such as "north fifty rods from the creek" or "S10° W 38 rods to the red oak on hill."

After 1785 many lands were described by a rectangular survey system, using townships, ranges, and sections, such as "NW1/4 of section 13, T2S R4W". (This example is read as "northwest quarter of section 13 of township 2 south, range 4 west.) A township is a unit of land containing 36 sections. Each section is one square mile in area and contains 640 acres which can be divided into lots of various sizes. (For additional information on surveys, see *The Source* listed in the "For Further Reading" section of this outline.)

To purchase land that had already been surveyed, a person may have simply selected an available lot or bid for it at a public auction. Available lots were sometimes distributed through lotteries. *Land lottery* records are available for some states.

A government official or land office then recorded the individual's name and the location of the land in *tract books* and on *plat maps*. Tract books record the written legal descriptions of all the lots within a township or given area. Tract books of the public domain states (see below) are arranged by sections within townships. Plats or plat books are maps of the lots within the tract.

The individual may have needed to complete certain other requirements, such as installment payments or a period of residency on the land, before he could actually obtain title to the land. Records of his completion of these requirements may have been kept in a *case file* along with his application. After all the requirements were completed, a *patent* or *final certificate* was issued to the individual. The patent (a first-title deed) secured the individual's title to the land. The individual could then sell or give the patent to someone else.

The government generally retained the survey notes, tract books, plat maps, case files, warrant books (records of warrants issued and surrendered), and the patent books (records of patents issued). The individual retained his copy of the patent.

Grants from Colonial Governments

Colonial governments (including England, Spain, Mexico, Russia, and France) issued land grants to settlers in areas that later became part of the United States. In the early colonies, a governor or proprietor could sell land or give it away to soldiers and settlers. Those who immigrated or brought a certain number of immigrants to a colony sometimes received "headright" or similar grants of land as compensation for settling the colony.

Many of these records are now available at the appropriate state archives. The Family History Library has copies of many colonial land records and published indexes. These are described further in the state research outlines and are generally listed in the Locality Search of the Family History Library Catalog under [STATE] - LAND AND PROPERTY.

Grants from the Federal Government (Public Domain)

The *public domain* included most of the land west of the Appalachian Mountains that was obtained by the federal government. After the United States was established, some lands that had been claimed by the colonies were ceded to the federal government. The federal government also obtained land as a result of the Louisiana Purchase of 1803, the War with Mexico (1846-48), and other means.

Over the years, more than one billion acres of the public domain have been transferred to private or state ownership through the types of grants described below. Approximately 25 million surveyed lots were eventually described in tract books. An estimated 6 1/2 to 7 million land titles were granted to individuals and states.

To accomplish this massive distribution of land, the government needed to resolve Indian claims to the land and private claims by settlers already on the land (including those who had received grants from Spain, Mexico, or France). They also needed to encourage settlement of the open lands, reserve lands for military bounty, survey the land to provide a legal description, and establish a record-keeping system.

The Northwest Ordinance of 1785 was the first of over 300 laws to help accomplish these tasks. It established the rectangular survey system that divided most of the land in the public domain into townships and sections. Later laws established local land offices to distribute the land. These were under the direction of the General Land Office (GLO) in Washington, D.C. (now known as the Bureau of Land Management).

Types of Grants. The GLO distributed over 1,031,000,000 acres of the public domain lands as follows:

- *Donation lands and cash or credit sales.* To encourage settlement of open lands, approximately 29 percent were sold very inexpensively for cash or credit (1785 to 1908) or donated to encourage settlement (1840s to 1903 in Florida, New Mexico, Oregon, and Washington).
- *Homestead grants.* Another 28 percent of the land was distributed after 1862 to homesteaders who could receive title to the land by residing on it and making improvements for five years (various laws modified these requirements). About 60 percent of those who applied for homestead land never completed the requirements to receive a patent to the land. However, their applications have generally been preserved in their case files, and these may contain helpful family information.
- *Grants to states.* Approximately 22 percent of the land was granted to the states, who, in turn, may have sold or leased it to individuals (see "Grants from States," below).
- *Grants to railroads and others.* Twelve percent was granted to railroad companies and others who also may have sold or leased it.
- *Military bounty lands.* Seven percent was distributed as military bounty land (see the *U.S. Military Records Research Outline* [34118]).
- *Private land claims.* Two percent of the land was granted to individuals who could establish prior ownership or had titles previously granted by Spain, Mexico, or France. When new areas were acquired by the United States, special commissions or courts were appointed by the U.S. Congress to resolve these claims and report to Congress. Many claims were presented directly to Congress.

Obtaining the Case Files. The case files are the most helpful records for family history researchers. The files for the donation grants, cash and credit sales, homestead entries, military bounty land, and private land claims are at the National Archives (see the "Archives and Libraries" section of this outline). If you wish to see the records in person, go to the National Archives in Washington, D.C. where you can look at the record and make your own copy.

To obtain photocopies of case files without leaving home, you may write, telephone, or fax:

Textual Reference Branch
National Archives and Records Administration
7th and Pennsylvania Ave., N.W.
Washington, DC 20408
Telephone: 202-501-5395
Fax: 202-219-6273

Do not send money. Send a letter with the following information: state, land office, type of certificate,

certificate number, name of ancestor, and legal description of the land if you can obtain it. The Textual Reference Branch will notify you of the cost.

Most of the case files have *not* been microfilmed, except for the Oregon and Washington donation lands and some of the private claims files. The Family History Library has copies of most of the records that are on microfilm (see the state research outlines for more information).

Obtaining a Legal Description of the Land. The legal description includes the township and range of the property. If you can also provide the number and date of the patent or final certificate and name of the land office that granted the land, the files can be found more quickly. You may be able to get the legal description from one of the following:

- *A deed, patent certificate*, or similar records in the family's possession.
- *County deed records and plat maps*. See "Exchanges of Land between Individuals," below. In some cases you will also find a reference to the original patent or tract.
- *Tract books*. If you know the general location of the land, you can search the tract books to obtain the legal description:

  United States. Bureau of Land Management. *Tract Books*. Washington, D.C.: Records Improvement, Bureau of Land Management, 1957. (On 1,265 FHL films starting with 1445277; computer number 473821.) The tract books for Alaska and Missouri are missing. Most state archives also have copies for their states.

  The original tract books for all public-domain states east of the Mississippi River and the states bordering the Mississippi on the west are at the:

  Bureau of Land Management
  Eastern States Office
  7450 Boston Blvd.
  Springfield, VA 22153
  Telephone 703-440-1523
  Fax: 703-440-1599

  The original books for the other states are at the National Archives branch that serves the state, and copies are at the BLM offices in Anchorage, Phoenix, Sacramento, Denver, Boise, Billings, Reno, Santa Fe, Portland (Oregon), Salt Lake City, and Cheyenne. You can search these records yourself, or the staff at the BLM offices will search the tract books for you for a fee.

- *Federal plats*. These are another source for finding the legal description. They are often referred to as the "township plats." Most of these are available at the BLM offices above or at the National Archives—Cartographic Branch (see the "Maps" section). Each state archives may also have microfilm copies for the state.
- *Indexes to the patent books*. The patent books are available at the BLM offices, and many state archives have copies. These can provide a legal description of the land, but you need either an accession number from an index, or the legal description to search the books or obtain a photocopy.

  A few of the patent records are indexed. The BLM Eastern States Office (see address above under *tract books*) has an index to all patents issued after 30 June 1908. The Family History Library and the Eastern States Office have an incomplete card file that indexes pre-1908 patents issued in Alabama, Arkansas, Florida, Illinois, Indiana, Iowa, Louisiana, Michigan, Minnesota, Missouri, Mississippi, Ohio, and Wisconsin. These are on 160 microfilms. See:

  United States. Bureau of Land Management. *Card Files*. Washington, D.C.: Bureau of Land Management, [19--]. (FHL films 1501522-681; computer number 547365.)

  The pre-1908 land patents are also being indexed and placed on compact discs for computers. The Family History Library and other repositories have copies for Alabama, Arkansas, Florida, Louisiana, Michigan, Minnesota, Ohio, and Wisconsin. They are found in the Locality Search of the Family History Library Catalog under [STATE] - LAND AND PROPERTY.

  Indexes for the same states along with Missouri are available by computer modem. For an information packet, telephone the Bureau of Land Management at 703-440-1564. The fee for modem access is $2 per minute, but the practice area is free.

  The National Archives has a card index to pre-1908 patents issued in Alabama, Alaska, Arizona, Florida, Louisiana, Nevada, and Utah.

Private Land Claims. The original 1789 to 1908 case files of private land claims in parts of 15 states are at the Textual Reference Branch (see address above). The files of some states have been microfilmed and are available at state archives and at the Family History Library.

Many of the applications, petitions, and memorials presented to Congress from 1789 to 1837 have been published and indexed in:

United States Congress. *American State Papers, Class 8: Public Lands; Class 9: Claims*. 9 vols. 1832-1861. Reprint, Greenville, S.C.: Southern Historical Press, 1994. (FHL book 973 R2ag 1994; computer number 617316; 1832-1861 edition on films 899878-85; computer number 277508.) A combined index to the 1832-1861 edition is:

McMullin, Phillip W., ed. *Grassroots of America*. Salt Lake City: Gendex Corp., 1972. (FHL book 973 R2ag index; fiche 6051323; computer number 271603.)

Indexes to land, pension, bounty land, and other claims presented to Congress from 1789 to 1909 are found in published summaries or digests (tables) at the National Archives and federal repository libraries (at major university libraries). The Family History Library has the alphabetical digests for 1789 to 1871:

United States Congress. House. *Digested Summary and Alphabetical List of Private Claims Which Have Been Presented to the House of Representatives*. Washington, D.C: Library of Congress, [19--]. (FHL films 899874-77; computer number 324508.)

Published Sources. Some societies, archives, and individuals have transcribed, indexed, and published portions of the federal land records, usually for a state or county. Those at the Library are usually listed in the Locality Search of the Family History Library Catalog under the [STATE] - LAND AND PROPERTY, or [STATE], [COUNTY] - LAND AND PROPERTY.

Grants from States

The states also granted land. Twenty colonies and states did not cede the unclaimed land in their borders to the federal government when they became part of the United States. These states are known as *state-land states* and included the original 13 colonies and Hawaii, Kentucky, Maine, Tennessee, Texas, Vermont, and West Virginia.

The states in the *public domain areas* who received grants of land from the federal government (as described above) also granted some of this land to individuals.

Each state established land offices to distribute its land, in a manner similar to that of the federal government. The Family History Library has microfilm copies of the records of some states. These are listed in the Locality Search of the Family History Library Catalog under [STATE] - LAND AND PROPERTY. The original documents are usually at the state archives (see the state research outlines for more information).

Subsequent Exchanges of Land

Land Companies

To encourage settlement of large tracts of land, many colonies and states allowed land speculators, often organized as land companies, to purchase large tracts of land for resale to settlers. Records of these transactions may be difficult to obtain. They may have remained in private possession, or have been deposited in a state, local, or private archives or historical society. Some have also been published. The Family History Library has copies of some of these records (especially the published sources) such as the *Susquehannah Company Papers*. Land company records are generally listed in the Locality Search of the Family History Library Catalog under [STATE] - LAND AND PROPERTY.

County and Town Records

When an individual received the patent or title to his land, he went to a local government office to have his ownership recorded and to obtain a deed. This was not always done immediately, but was usually done before the land was transferred or leased to anyone else. These records and all subsequent exchanges of land through sales, foreclosure, divorce, or inheritance were usually recorded by a county clerk, county recorder, or county register of deeds (except in Connecticut, Rhode Island, and Vermont, where town clerks have kept the records). These officials also kept records of mortgages and leases.

Deed and Mortgage Books. When an individual presented a patent, deed, or other evidence of ownership, the clerk usually made a handwritten copy of the complete document in the deed books. In later years, deeds were often recopied, especially if the originals were lost, worn, or destroyed. Mortgage and lease information may have been kept in separate books. The clerks also added the information to their local plat maps. (These were often the basis of landownership maps and atlases which have been published for many counties. See the "Maps" section of this outline.) The individual retained his copy of the deed and other records.

Indexes. There are usually indexes with the deed and mortgage books, and some indexes have been published. The indexes generally list the name of the seller (grantor or direct indexes) and the name of the buyer (grantee or indirect indexes). Other names that are found in the records are rarely indexed. Because there may have been many transactions over many years regarding one piece of property, search a wide range of years in the indexes.

Obtaining County and Town Records. The Family History Library has microfilm copies of the deed books and indexes (and sometimes the mortgage and lease records) of more than 1,500 county and town courthouses. See the state research outlines for additional information. The county and town records are listed in the Locality Search of the Family History Library Catalog under one of the following:

[STATE], [COUNTY] - LAND AND PROPERTY
[STATE], [COUNTY], [TOWN] - LAND AND PROPERTY

You can also contact the courthouse or archives where the original records are located to request a search of the indexes and then request copies from the record books.

For further information about land records see:

Hone, E. Wade. *Land and Property Research in the United States*. Salt Lake City: Ancestry, 1997. (FHL book 973 R27h; computer number 777085.)

You can find further information about state and county land records in research outlines available for each state. Land ownership maps are described in the "Maps" section of this outline.

MAPS

Maps are used to locate the places where your ancestors lived. They identify political boundaries, names of places, geographical features, cemeteries, churches, and migration routes. Historical maps are especially useful for finding communities that no longer exist.

Maps are available from the National Archives, the Library of Congress, county agencies, and other libraries and historical societies. The Family History Library has a small collection of loose maps of historical value, and a fine collection of printed historical atlases. These are listed in the Locality Search of the Family History Library Catalog under:

UNITED STATES - MAPS
[STATE] - MAPS
[STATE], [COUNTY] - MAPS
[STATE], [COUNTY], [TOWN] - MAPS.

The National Archives—Cartographic Branch (841 South Pickett Street, Alexandria, VA 22304) and the Geography and Map Division of the Library of Congress have significant collections of a variety of maps, including land ownership, railroad, and fire insurance maps. Several catalogs and inventories of these collections are listed in the Locality Search of the Family History Library Catalog under UNITED STATES - MAPS - BIBLIOGRAPHY.

An excellent inventory of the map holdings of 3,000 libraries and historical societies is:

Cobb, David A., comp. *Guide to U.S. Map Resources*. Chicago: American Library Association, 1986. (FHL book 973 E74co; computer number 412054.)

For further information about maps and how to obtain them, see:

Madower, Joel, ed. *The Map Catalog*. New York: Vintage Books, 1986. (FHL book 973 E73ma; computer number 452805.)

Plat Maps

The county or town offices that maintain land and property records often have plat books containing maps of property boundaries and land ownership within the county. Also see the "Land and Property" section for information about the federal township plats.

Ward Maps of Major Cities

The Library of Congress has detailed ward maps of major cities. These show the census districts and political divisions of large cities. The Family History Library has:

Ward Maps of United States Cities: Microfilm Reproduction of 232 Maps Described in Ward Maps of United States Cities. Washington, D.C.: Library of Congress, [1975?]. (FHL film 1377700; fiche 6016554-782; computer number 181937.)

A description of each map and a chart that shows which maps to use with each U.S. census is in:

Shelley, Michael H. *Ward Maps of United States Cities: A Selective Checklist of Pre-1900 Maps in the Library of Congress*. Washington, D.C.: N.p., 1975. (FHL book 973 A1 no. 99; film 928120 item 16; computer number 262594.)

Topographic Maps

The United States has been divided into sections called quadrangles by the United States Geological Survey (U.S. Department of Interior, Geological Survey, 1200 South Eads Street, Arlington, VA 22202). The USGS has produced highly detailed topographical maps showing physical and manmade features in each quadrangle. These maps are available at most university libraries. The Family History Library has:

United States. Geological Survey. *Topographic Maps of the United States*. Scale varies. Suitland, Md.: National Archives and Records Service, 1976-. (FHL films 1433631-921; computer number 340901.) These maps were originally published from 1884 to 1983. The maps are arranged by the name of the quadrangle within each state. States are not in alphabetical order. For an index see:

Moffat, Riley Moore. *Map Index to Topographic Quadrangles of the United States, 1882-1940*. Occasional paper: Western Association of Map Libraries, no. 10. Santa Cruz, Calif.: Western Association of Map Libraries, 1986. (FHL Ref book 973 E72m; computer number 431796.) Use a state map to find the quadrangle number. Then find the number in the state's map list to learn the name of the quadrangle.

You can purchase copies of topographical maps from:

U.S. Department of the Interior
Geological Survey
507 National Center
Reston, VA 20192
800-USA-MAPS (toll free)
703-648-6045 (local)

Atlases

An atlas is a bound collection of maps. It often contains historical and geographical information for a county or state. Collections of maps and atlases are available at numerous libraries and historical societies. Many county atlases that show the names of landowners and are usually based on county plat maps (see the "Land and Property" section) have been published.

Public and university libraries have excellent national atlases, such as:

Rand McNally Commercial Atlas and Marketing Guide. New York: Rand McNally, annual. (FHL Atlas Stand 973 E7rc; computer number 259209.)

A basic atlas that shows state and county boundaries, county seats, all places of 1,000 population or more, and some places with fewer than 1,000, is:

The Original Cleartype Business Control Atlas, annual. Maspeth, N.Y.: American Map Corporation. (FHL book 970 E3b 1988; computer number 584439.)

Historical Atlases

These atlases show the growth and development of the nation or a state, including boundaries, migration routes, settlement patterns, military campaigns, American Indian reservations, and other historical information. Excellent national historical atlases are:

Atlas of American History, 2d ed., revised. New York: Charles Scribner's Sons, 1984. (FHL Ref 973 E7at; 1943 edition on film 1415259 item 9; computer number 266574.)

The American Heritage Pictorial Atlas of United States History. New York: American Heritage Publishing, 1966. (FHL book 973 E7ah; computer number 266576.)

Meinig, D. W. *The Shaping of America: A Geographical Perspective on 500 Years of History*. 2 vols. New Haven, Conn.: Yale University Press, 1986. (FHL book 973 E3me; fiche 6125626-27; computer number 716120.)

Locating Township and County Boundaries

Maps of county boundaries as they exist today and as they existed in each census year through 1920 are in:

Thorndale, William, and William Dollarhide. *Map Guide to the U.S. Federal Censuses, 1790-1920*. Baltimore: Genealogical Publishing, 1987. (FHL book 973 X2th; computer number 452721.) This source also includes helpful information about the availability of census records.

Maps of modern county boundaries are also in both *The Handy Book for Genealogists* and *Ancestry's Red Book* (see the "For Further Reading" section near the end of this outline). These are available at most libraries and Family History Centers.

Maps and an index of townships and other present-day civil boundaries are in:

Andriot, Jay. *Township Atlas of the United States*. McLean, Va.: Documents Index, 1991. (FHL book 973 E7an 1991; computer number 628895.)

Detailed maps and legal histories of county formations and changes are found in:

Long, John H., ed. *Historical Atlas and Chronology of County Boundaries, 1788-1980*. 5 vols. Boston: G. K. Hall, 1984. (FHL book 973 E7hL; fiche 60514226-30; computer number 304297.) The states included are Delaware, Illinois, Indiana, Iowa, Maryland, Michigan, Minnesota, Missouri, New Jersey, North Dakota, Ohio, Pennsylvania, South Dakota, and Wisconsin.

Long, John H., ed. *[State] Atlas of Historical County Boundaries*. New York: Charles Scribner's Sons, 1996-. The Family History Library has this work, but each volume is cataloged separately. Published states include Alabama, Florida, Indiana, Kentucky, Missouri, New Hampshire, Vermont, New York, and Pennsylvania.

Also see the "Historical Geography" section of this outline for further help on tracing the histories of counties and their boundaries.

Land Ownership Maps

Government or commercial agencies have created numerous maps showing the names of land owners in an area. These are often called "cadastral" maps. They sometimes include other helpful details such as churches, cemeteries, and roads. An inventory of many of the land ownership maps is:

Library of Congress. Geography and Map Division. *Land Ownership Maps: A Checklist of Nineteenth Century United States County Maps in the Library of Congress*. Washington, D.C.: Library of Congress, 1967. (FHL book 973 A3Loc; fiche 6048262; computer number 422816.) Some of these maps are found under:

Library of Congress. Geography and Map Division. *Land Ownership Maps*. Washington, D.C.: Library of Congress, 1983. (On 2,010 FHL fiche starting with 6079238; computer number 469740.)

For more information about land ownership, see the "Land and Property" section of this outline.

MILITARY RECORDS

The *U.S. Military Records Research Outline* (34118) provides extensive information about federal and other military records and search strategies. It is an important resource for genealogists who are seeking ancestors who served their country. The state research outline for each state also mentions important military records for that state.

Military records identify millions of individuals who served in the military or who were eligible for service. Evidence that an ancestor actually served may be found in family traditions, census records, naturalization records, biographies, cemetery records, and records of veterans' organizations. The Family History Library has an extensive collection of military records, particularly for 1775 to 1918.

You can most effectively search military records if you know at least the state where the individual was living when he was of age to serve in the military. It is also helpful to know the branch of service (army, navy, etc.) he may have served in. Your ancestor may have served in a local unit, state unit, or a federal force.

Types of Military Service

Local and State Military Forces

During the colonial period most able-bodied men aged 16 to 60 were expected to participate in a local militia. These militias were organized by towns, counties, or colonies. After the Revolutionary War, each state retained a militia organization. These units evolved into the National Guard after the Civil War. Records of militia and national guard units were kept by local and state governments.

Federal Military Forces

Your ancestor may be found in a federal military record if he:

- Served in a volunteer unit raised by a state during wartime that was mustered into federal service. Most of those who served during pre-twentieth century wars were enlisted in these state volunteer units.
- Enrolled in the draft for the Civil War, World War I, or a subsequent war.
- Enlisted in the regular U.S. military forces during wartime or peacetime.
- Served in a local militia or national guard unit that was mustered for federal service during an emergency.

Selected Family History Library Holdings from the National Archives

Some of the key military records at the Family History Library are listed briefly below. For full citations, more details, records and strategies see the *U.S. Military Records Research Outline* (34118).

Revolutionary War (1775-1783)

General Index to Compiled Military Service Records of Revolutionary War Soldiers. (Computer number 280117.)

Compiled Service Records of Soldiers Who Served in the American Army during the Revolutionary War. (Computer number 432762.)

Revolutionary War Pension and Bounty Land Warrant Application Files, 1800-1900. (Computer number 178932.)

War of 1812 (1812-1815)

Index to Compiled Service Records of Volunteer Soldiers Who Served during the War of 1812. (Computer number 375084.)

Index to War of 1812 Pension Application Files. (Computer number 113898.)

Mexican War (1846-1848)

Index to Compiled Service Records of Volunteer Soldiers Who Served during the Mexican War. (Computer number 328750.)

Index to Mexican War Pension files, 1887-1926. (Computer number 345826.)

Civil War (1861-1865)

Union Records

General Index to Pension Files, 1861-1934. (Computer number 245945.) Includes the Civil War, Spanish-American War, and Philippine Insurrection but not World War I.

Indexes to Compiled Service Records of Volunteer Union Soldiers Who Served in Organizations from the State of . . . Every state except South Carolina had units that served in the Union Army. Separate indexes of the compiled service records for each state and territory are on microfilm at the National Archives and the Family History Library.

The service records of some states (primarily southern states) are at the Family History Library. See the Locality Search of the Family History Library Catalog under the [STATE] - MILITARY RECORDS - CIVIL WAR, 1861-1865 - INDEXES.

Confederate Records

Pension Files and Indexes. After the war most Southern states and some border states granted pensions to veterans living within their borders. These are state rather than federal records. The Family History Library has microfilm copies of the pension files or indexes for:

Alabama	computer number 482000
Arkansas	computer number 588054
Florida	computer number 377657
Georgia	computer number 374852
Kentucky	computer number 569186
Louisiana	computer numbers 380709; 354488; 248616
Mississippi	computer number 277157
Missouri	computer number 195357
North Carolina	computer number 494409
Oklahoma	computer number 197031
Tennessee	computer number 250899
Texas	computer number 318535
Virginia	computer number 534241

Consolidated Index to Compiled Service Records of Confederate Soldiers. (Computer number 323922.)

Indexes to Compiled Service Records of Confederate Soldiers Who Served in Organizations from the State of . . .

Indexes and service records for each available state available at the National Archives and the Family History Library. See the Locality Search of the Family History Library Catalog under the [STATE] - MILITARY RECORDS - CIVIL WAR, 1861-1865 - INDEXES.

Spanish-American War (1898)

General Index to Compiled Service Records of Volunteer Soldiers who Served During the War with Spain. (Computer number 288680.)

Pensions are indexed in the:

General Index to Pension Files, 1861-1934. (Computer number 245945.)

Philippines Insurrection (1899-1902)

Index to Compiled Service Records of Volunteer Soldiers Who Served during the Philippine Insurrection. (Computer number 290106.)

Pensions are indexed in the:

General Index to Pension Files, 1861-1934. (Computer number 245945.)

World War I (1917-1918)

World War I Selective Service System Draft Registration Cards, 1917-1918. (Computer number 504818.) See the Locality Search of the Family History Library Catalog under [STATE] - MILITARY RECORDS.

Indian Wars (1784-1926)

Index to Compiled Service Records of Volunteer Soldiers Who Served from 1784 to 1811. (Computer number 555931.)

Compiled Service Records of Volunteer Soldiers Who Served from 1784 to 1811. (Computer number 325325.)

Index to Indian War Pension Files, 1892-1926. (Computer number 326152.)

Index to Compiled Service Records of Volunteer Soldiers Who Served during Indian Wars and Disturbances, 1815-1858. (Computer number 325963.)

U.S. Army

Registers of Enlistments in the U.S. Army, 1798-1914. (Computer number 210761.)

Old War Index to Pension Files, 1815-1926. (Computer number 326186.)

Guidebooks

Neagles, James C. and Lila L. Neagles. *Locating Your Revolutionary War Ancestor: A Guide to the Military Records*. Logan, Utah: Everton Publishers, 1983. (FHL Ref book 973 D27ne; computer number 299351.)

Groene, Bertram Hawthorne. *Tracing Your Civil War Ancestor*. Revised. Winston-Salem, N.C.: John F. Blair, 1995. (FHL book 973 D27gb; 1987 ed. computer number 475457.)

Johnson, Richard S. *How to Locate Anyone Who Is or Has Been in the Military*. 7th ed. Spartanburg, S.C.: MIE Publishing, 1996. (FHL book 973 M27j 1996; computer number 799337.)

Neagles, James C. *U.S. Military Records: A Guide to Federal and State Sources, Colonial America to the Present*. Salt Lake City: Ancestry, 1994. (FHL book 973 M23nu; computer number 732893.)

U.S. Military Records: Research Outline. (See the "For Further Reading" section near the end of this outline.)

MINORITIES

It is important to learn the history of the ethnic, racial, and religious groups your ancestors belonged to. For example, you might study a history of the Irish in New York or Huguenot immigration to the United States. Some people have American Indian ancestors. Many people came to America as indentured servants or as slaves. This historical background can help you identify where your ancestors lived and when they lived there, where they migrated, the types of records they might be listed in, and other information to help you understand your family's history.

Minorities usually appear in the same records as other Americans, so search for members of minority groups in the same records you would search for anyone else. Then search for additional records of a particular minority.

For most minorities in the United States, some unique records and resources are available. These include histories, newspapers, and periodicals (such as *The Swedish-American Historical Quarterly*). In addition, various local and national societies have been organized to gather, preserve, and share the cultural contributions and histories of many groups. Some examples are the Balch Institute for Ethnic Studies in Philadelphia and the American Historical Society of Germans from Russia in Lincoln, Nebraska.

Brief histories, addresses of societies, periodicals, handbooks, and other resources for minority research are available. The Family History Library and most large libraries have books like the following:

African American Genealogical Sourcebook. Detroit: Gale Research, 1995. (FHL book 973 F27afg; computer number 743402.)

Blessing, Patrick Joseph. *The Irish in America: A Guide to the Literature and Manuscript Collection*. Washington, D.C.: Catholic University of America Press, 1992. (FHL book 973 F22bpj; computer number 683369.)

"Canada." Vol. 1, Chap. 12, and "Ontario." Vol. 2, Part 2, Chap. 1 of *Genealogical Research: Methods and Sources*. Rev. ed. 2 vols. Washington, D.C.: American Society of Genealogists, 1980-1983. (FHL book 973 D27gr 1980; computer number 156293.)

Colletta, John Philip. *Finding Italian Roots: The Complete Guide for Americans*. Baltimore: Genealogical Publishing, 1993. (FHL book 973 F2cf; computer number 706866.)

Hispanic American Genealogical Sourcebook. New York: Gale Research, 1995. (FHL book 973 F2hag; computer number 743405.)

Native American Genealogical Sourcebook. Detroit: Gale Research, 1995. (FHL book 970.1 B991n; computer number 743430.)

Smith, Jessie C., ed. *Ethnic Genealogy: A Research Guide*. Westport, Conn.: Greenwood Press, 1983. (FHL book 973 D27sj; computer number 97413.)

Thernstrom, Stephen, ed. *Harvard Encyclopedia of American Ethnic Groups*. Cambridge, Mass.: Harvard University Press, 1980. (FHL Ref 973 F2ha, fiche 6051321; computer number 95587.)

Tracing Immigrant Origins: Research Outline. Salt Lake City: Family History Library, 1992. (FHL Special book 929.1 F21ro FHR no. 8; fiche 6105293; computer number 720227.)

In the Family History Library Catalog, look for published histories and other minority records in these searches:

- In the Locality Search, see [STATE] - MINORITIES.
- In the Subject Search, look for:
  - The name of the minority, such as BLACKS, AFRO-AMERICANS, JEWS, AMERICAN LOYALISTS, ITALIANS - NEW YORK, or QUAKERS.

- Handbooks on how to research specific groups (such as Czech, German, Hispanic, Indian, Irish, Polish, etc.). For example under the heading "POLES - UNITED STATES," you can find a book called *Polish Genealogy & Heraldry.*

  Under the heading "JEWS" you can find this excellent handbook:

  Kurzweil, Arthur. *From Generation to Generation: How to Trace Your Jewish Genealogy and Personal History.* New York: William Morrow, 1980. (FHL book 929.1 K967f; film 1055468 item 4; computer number 51783.)

NATIVE RACES

Many families have traditions of Indian ancestry. Some have supporting evidence which validates their traditions. Others, unfortunately, are unfounded. The following steps will help you be more effective in your search:

- *Identify a specific time period and locality for your ancestor.* Use the other records described throughout this outline, particularly the 1900, 1910, and 1920 U.S. censuses.
- *Identify the tribe.* Once you know the general area where an ancestor lived, you can usually identify the tribe he belonged to. Two handbooks that describe where the tribes resided are:

  Swanton, John R. *The Indian Tribes of North America*, 1952, reprint. Washington, D.C.: Smithsonian Institution Press, 1974. (FHL book 970.1 Sm69b No. 145; computer number 68353.)

  Waldman, Carl. *Atlas of the North American Indian.* New York: Facts on File Publications, 1985. (FHL book 970.1 W146a; computer number 451994.)

  Local and statewide histories may also be helpful in identifying tribes in the area.
- *Study the history of the tribe.* You will need some background information about the tribe, such as migration patterns, marriage and naming customs, and affiliations with government agencies or churches. Because some tribes moved several times, records about them may be in many locations. Most large libraries have some state or tribal histories of American Indians.
- *Determine what records were created for that tribe, and where they are available.* There are many records that are unique to American Indians. However, they vary by tribe, time period, locality, and governing agencies. The majority of these records were created by the federal government or one of their agents. Two excellent guides for locating and describing federal records are:

  American Indians: A Select Catalog of National Archives Microfilm Publications. 1984 ed. Washington, DC: National Archives and Records Administration, 1995. (FHL book 970.1 Un3a; fiche 6125472; computer number 361359.)

  Hill, Edward E. *Guide to Records in the National Archives of the United States Relating to American Indians.* Washington, DC: U.S. Government Printing Office, 1981. (FHL book 970.1 H551g; computer number 154874.)

  Many of these records and others created by local agencies are listed in the Family History Catalog:

  - Look in the Subject Search under the name of the tribe, such as CHEROKEE, or under INDIANS OF NORTH AMERICA - [STATE].
  - Look in the Locality Search under UNITED STATES - NATIVE RACES or [STATE] - NATIVE RACES.

  These records may also be available in state and local libraries, archives and societies.

NATURALIZATION AND CITIZENSHIP

Naturalization is the process of granting citizenship privileges and responsibilities to foreign-born residents. Naturalization papers are an important source of information about an immigrant's nation of origin, his foreign and "Americanized" names, residence, and date of arrival. Naturalization records before 1906 are not likely to give town of origin or names of parents. Information in post-1906 records is more detailed and may include birth dates, birth places, and other immigration information about the immigrant and members of his family.

Immigrants to the United States have never been required to apply for citizenship. Of those who applied, many did not complete the requirements for citizenship. Evidence that an immigrant completed citizenship requirements can be found in censuses, court minutes, homestead records, passports, voting registers, and military papers. Even if an immigrant ancestor did not complete the process and become a citizen, he may have filed an application. These application records still exist and can be very helpful.

Requirements for Naturalization

The requirements and process of naturalization have changed many times. The basic requirements have

been residency in the country for a given period of time, good moral character, and an oath of loyalty or allegiance. The following describes the major laws and circumstances that have affected requirements for naturalization:

Changes in Requirements, 1700s to Present

Pre-1790. British immigrants were automatically citizens of the colonies (British empire). A few Protestant immigrants from other countries gave oaths of allegiance or appeared before a civil authority to request citizenship (a process sometimes referred to as denization). Seven of the original colonies had their own laws for naturalizing foreigners as citizens of the British empire colony. After the Revolutionary War, the individual states established their own naturalization laws and procedures.

1790. The first federal law regarding naturalization required residency in the United States for two years and in a state for one year, but each state continued to provide naturalization under a variety of requirements and procedures until 1906.

1802 to 1868. An individual had to prove residency in a state for one year and in the country for five years. A declaration of intention (see below) had to be filed at least two years before the final papers or petition could be filed.

1868. Since 1868 persons who were born in the United States or naturalized have been guaranteed citizenship rights. This included Black Americans but excluded most American Indians until 1924.

1906 to present. The Bureau of Immigration and Naturalization was created to standardize laws and procedures. Residency in a state for one year and in the United States for five years continues to be a basic requirement.

Collective Naturalizations

In some instances, entire groups have been collectively granted U.S. citizenship. In these cases you will not find individual naturalization papers. This occurred for residents of the Louisiana Purchase in 1803, Texas in 1845, Hawaii in 1898, and for Blacks in 1868 and American Indians in 1924.

Derivative Citizenship

Citizenship may have been granted to individuals based on military service or family relationship. A declaration of intent was not usually required in advance (see below). Instead the individual was usually naturalized at the time he filed an application or petition. Three types of derivative citizenship were:

- Children under 21 years of age (until 1940) and wives of citizens (until 1922) automatically became citizens when their father or husband became a citizen.
- Until 1906 immigrants under the age of 21 (whose parents did not naturalize) could be naturalized without filing a declaration of intent after they reached the age of 21 and had met the residency requirements.
- Since 1862, noncitizens who have served in the U.S. military have not been required to file a declaration of intention. After one year's residency and honorable discharge from the military, they could petition for naturalization. Since World War I, citizenship could be granted while an individual served in the military.

From 1855 to 1922 a woman took the citizenship of her husband. A woman born in Nebraska became an alien if she married an alien and had to be naturalized to become a citizen again. An alien woman who married a United States citizen became a United States citizen.

Naturalization Process

The naturalization process is completed in a court of law. The process usually required several steps to complete and various documents related to naturalization may be found in the court records described below.

The typical naturalization process involved three steps:

1. ***Declaration.*** The immigrant filed a declaration of intention (first papers) to renounce allegiance to foreign governments and in order to later prove he or she had resided in the country long enough to apply for citizenship. Declarations were filed many places. Some were filed in a court at the port of arrival, some en route to a new home, and some in the immigrant's new home.
2. ***Petition.*** After two to five years the immigrant filed a petition for citizenship (second or final papers). Most often the petition was filed in a court nearest to the town where the immigrant settled.
3. ***Certificate.*** After all requirements were completed, the immigrant was sworn in as a citizen and issued his or her certificate.

Naturalization Records

Report and Registry, 1798 to 1828. During this period, a new immigrant was required to appear before a local court and register his arrival in the

United States. This was recorded in the *court minutes*. Sometimes a separate document, a *report and registry* or *aliens' register* was created. The immigrant could obtain a certificate showing that he had registered in order to prove his residency later when he applied for citizenship.

Declaration of Intention, or "First Papers," 1790 to Present. An immigrant could have declared his or her intention as soon as he or she arrived in the country or at any other time. Depending on the current federal and local laws, the declaration had to be filed at least two to five years before the immigrant could petition for citizenship.

After 1906, the declaration had to be filed from three to seven years before the petition could be filed. If the petition was not filed within seven years, a new declaration of intention was required. Declarations of intention have not been required since 1952 in most cases.

The declaration was made verbally and recorded in the court minutes. In most cases, the immigrant also filled out a form kept by the court clerk in a bound volume. If needed, the immigrant could use the court's record of his declaration (or a certificate provided by the court) to apply for homestead land, to enroll in the military, or to use as proof of residency if he went to another court to complete the naturalization process.

Before 1906, declarations usually show only that the immigrant renounced allegiance to other governments. Starting in 1906 the declarations usually contain more helpful family information than other naturalization records, but each court recorded different information. You may find the immigrant's name, country of allegiance, port and date of arrival, physical description, birthplace, birth date, residence, and spouse's name. Declarations of intention since 1906 have required biographical data on the spouse and children, even if they were not applying for citizenship.

Petition, "Second," or "Final Papers," 1790 to Present. After the immigrant had lived in the country five years, he appeared before a court and made a formal application for citizenship. His petition may have been recorded in the court minutes, but in most cases he filled out a form which was filed by the court clerk in a bound volume. The information in the petition is similar to what is found in the declaration. Petitions usually list the place where the declaration was filed.

A short time later, the individual would appear at court for a hearing. At this time he had to prove that he had fulfilled his residency and other requirements. This often required *affidavits* or *depositions of witnesses*. These were included in the court's records.

Certificate of Arrival, 1906 to Present. After 1906 an immigrant was required to submit a certificate of arrival when he petitioned for citizenship in order to prove the length of his residency. This document gives the place of entry, manner of arrival, and the date of arrival. This was kept in the file with the petition.

United States Oaths of Allegiance, 1790 to Present. The immigrant was required to pledge his allegiance to the United States and sign a written oath. This generally gives his name, the date, and the country of origin. This document is often found with the petition.

Court Order. After accepting the immigrant's petition and witnessing his oath, a court granted citizenship. This had to be permanently recorded in the court's official records, usually the court minutes or order book. In some cases this is the only naturalization record that you will be able to find.

Final Certificate. The applicant was usually given a certificate of citizenship for his personal use. The certificates were printed in books with attached stubs (somewhat like modern check books). The court retained the stubs and gave the certificate to the immigrant.

Naturalization Records. Some courts simply group all papers together into files called "naturalization records." Each file is a compilation of all of the documents pertaining to one individual.

For further information about the process and naturalization records, see this overview:

Newman, John J. *American Naturalization Processes and Procedures, 1790-1985*. Indianapolis: Indiana Historical Society, 1985. (FHL book 973 P4n; computer number 383026.)

For general information about court records, see the "Court Records" section of this outline.

Locating Naturalization Records

An individual may have completed naturalization proceedings through any of 5,000 federal, state, or local courts that had the authority to grant citizenship. Naturalization proceedings were most often completed in county, superior or common pleas courts, or in state and U.S. circuit and district courts. Because some municipal, police, criminal, probate, and other courts also provided this service, you may need to search the records of all local courts. Since 1929 most (but not all) naturalizations have been handled by federal circuit or district courts.

You may need to search the records of each place where your immigrant ancestor lived. He may have filed an application in one county or state and

completed the requirements several years later in another county or state.

Colonial Records

Most of the colonial lists of denizations and oaths of allegiance have been published and are indexed in P. William Filby's *Passenger and Immigration Lists Index* (see the "Emigration and Immigration" section of this outline).

Records before September 1906

Begin by looking for naturalization records in the courts of the county or city where the immigrant lived. Look first for the petition (second papers) because they are usually easier to find in courts near where an immigrant settled. The petition usually tells where the declaration (first papers) was filed, which could have been almost anywhere in the United States. The Family History Library has microfilm copies of many of these records. If the library does not have copies, contact the county clerk to determine which courts handled naturalizations and where the records are presently located. The records of the federal courts may still be in the custody of the court, at branches of the National Archives, or at the National Archives.

An inventory of naturalization records at many county and federal courts is:

Neagles, James C., and Lila Lee Neagles. *Locating Your Immigrant Ancestor*. 2d ed. Logan, Utah: Everton Publishers, 1986. (FHL Ref book 973 P47n; 1975 ed. fiche 6117121; computer number 406075.) This lists the years that declarations and petitions are available. You can request photocopies of these records.

The clerk of the court where the immigrant was naturalized may still have the original records. Some copies of court naturalization records have been transferred to National Archives branches. Records at these branches are described in *The Archives* and *Guide to Genealogical Research in the National Archives* (see the "Archives and Libraries" section).

Naturalization records for Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont from 1791 to 1906 have been gathered into the National Archives—New England Region and indexed in:

United States. Immigration and Naturalization Service. *Index to New England Naturalization Petitions, 1791-1906*. Washington, D.C.: National Archives, 1983. (FHL films 1429671-787; computer number 305194.)

Records since September 1906

Beginning in September 1906, the federal government began regulating the naturalization process. The Bureau of Immigration and Naturalization (now Immigration and Naturalization Service or INS) required specific forms for declarations and petitions. Only these forms could be used and the Bureau controlled the number of courts able to naturalize by controlling distribution of the forms. However, both state and federal courts were allowed to naturalize.

The *Declaration of Intent* (Form 2202) was completed in triplicate. The court kept the original and gave copies to the applicant and the Bureau. The *Petition for Naturalization* (Form 2204) was kept by the court and a duplicate was sent to the Bureau. The *Certificate of Naturalization* (Form 2207) was given to the new citizen. A duplicate was sent to the Bureau and the court kept the stub.

In 1929 the Bureau changed the forms and required photographs of the applicants. Because the new forms were not distributed immediately, many state courts ceased naturalizing. Since 1929, most new citizens have naturalized at federal courts.

The first place to search for naturalization records created from 1906 to 1956 is an index in the office of the Immigration and Naturalization Service (INS), 425 Eye Street NW, Washington DC 20536; Telephone: 202-514-2000. You can also have this index searched via the nearest local INS office. The index will give the court where the naturalization took place. After 1956 records are at INS district offices. You may request a search of the records at the national and district offices by contacting the nearest INS office. INS offices are found in most large federal buildings. You will have a greater likelihood of success if you can identify the court or provide the exact address of the individual at the time he was naturalized.

Records at the Family History Library

Naturalization records at the library are listed in the Locality Search of the Family History Library Catalog under one of the following:

[STATE] - NATURALIZATION AND CITIZENSHIP
[STATE], [COUNTY] - NATURALIZATION AND CITIZENSHIP
[STATE], [COUNTY], [TOWN] - NATURALIZATION AND CITIZENSHIP

The library has also acquired large collections of naturalization records from the National Archives branches in Atlanta, Chicago, Los Angeles, New York, and Seattle.

In some states, naturalization records are included in other court records and are not separately identified. The state research outlines will help you locate these records.

A key reference book about naturalizations is:

Schaefer, Christina K. *Guide to Naturalization Records in the United States*. Baltimore: Genealogical Publishing, 1997. (FHL book 973 P4s; computer number 798891.) Identifies records at both the National Archives and the Family History Library. It also describes many state and county courthouse collections.

NEWSPAPERS

Newspaper publication usually began soon after the initial settlement of a locality. Newspapers report family information in notices of births, marriages, obituaries, and local news. To find this information, you will need to know the place and an approximate date of the event.

You may also find it helpful to place a notice in a local newspaper in order to contact others who may have information about your family.

To find the names and locations of newspapers, use the following sources available at most libraries:

Newspapers in Microform: United States, 1948-1983. 2 vols. Washington, D.C.: Library of Congress, 1984. (FHL book 011.35 N479 1984; film 1145942; computer number 365525.) This is a geographically-arranged list of newspapers on microform and the repositories where the microforms are available. Most of these can be borrowed through interlibrary loan.

United States Newspaper Program National Union List, 4th ed. Dublin, Ohio: Online Computer Library Center, 1993. (FHL fiche 6332710-14 [set of 70]; computer number 421402.) Many states are collecting and microfilming the newspapers published in their state. This list is an inventory of newspapers that had been collected by the Library of Congress and 20 states as of 1985.

- An accompanying booklet by the same title contains instructions and the key to repository codes. (FHL book 973 B32u 1989; computer number 397854.)
- The microfilms are often available at the state archives, state historical society, or major libraries within the state. They can usually be borrowed through interlibrary loan at your local library.

Brigham, Clarence Saunders. *History and Bibliography of American Newspapers, 1690-1820*. 2 vols. Worcester, Mass.: American Antiquarian Society, 1975. (FHL book 973 A3bc; computer number 263021.) This lists the locations of collections of newspapers published from 1690 to 1820. Most of these newspapers are available at the American Antiquarian Society, 185 Salisbury Street, Worcester, MA 01609-1634.

Gregory, Winifred. *American Newspapers, 1821-1936*. 1937. Reprint, New York: H.W. Wilson, 1967. (FHL Ref Q book 970 B33a 1967; film 483713; computer number 49568.) This lists newspapers published from 1821 to 1936, including those that are no longer published. It identifies where copies of the newspapers were located in 1936.

Gale Directory of Publications: An Annual Guide to Newspapers, Magazines, Journals, and Related Publications. (formerly Ayer Directory of Publications). Annual. Detroit: Gale Research, 1969-. (FHL book 970 B34a 1987; computer number 445926.) This lists currently published newspapers. Most newspaper publishers will not search their files for you but some will make a copy of an article if you can provide a specific date and event.

Also contact local libraries in the area where your ancestor lived in order to locate existing newspapers.

The library no longer collects newspapers but does acquire published indexes and abstracts of obituaries, marriages, and other vital information found in newspapers. Newspapers, indexes, and abstracts of newspapers are listed in the Locality Search of the Family History Library Catalog under [STATE], [COUNTY], [TOWN] - NEWSPAPERS. Abstracts may also be listed under [STATE], [COUNTY], [TOWN] - VITAL RECORDS. You can find further information about libraries with significant newspaper collections in research outlines for states.

OBITUARIES

Local genealogical and historical societies, public libraries, and some newspaper publishers maintain clipping files of obituaries. Printed abstracts of obituaries can also be found in various published sources, such as genealogical periodicals. A bibliography of published sources is:

Jarboe, Betty M. *Obituaries: A Guide to Sources*. 2nd ed. Boston: G. K. Hall, 1989. (FHL book 973 V43j 1989; computer number 151429.) An appendix describes obituary indexes available at major libraries.

The Family History Library has collected published lists of obituaries. These are listed in the Locality Search of the Family History Library Catalog under:

[STATE] - OBITUARIES
[STATE], [COUNTY] - OBITUARIES
[STATE], [COUNTY], [TOWN] - OBITUARIES.

PERIODICALS

Most family organizations, historical societies, and genealogical societies publish magazines and newsletters. These often include:

- Family genealogies and pedigrees.
- Transcripts of local courthouse records, church records, family Bibles, and cemetery records.
- Helpful articles on research methodology.
- Information about local records, archives, and services.
- Book advertisements and book reviews.
- Research advertisements.
- Queries or requests for information about specific ancestors, which can help you contact other interested researchers.

Genealogical Magazines of General Interest

Some general periodicals assist by providing basic how-to instruction, many advertisements, book notices, and queries. These seldom include record transcripts or compiled genealogies. Two major examples are:

The Genealogical Helper. 1947-. [Published by Everton Publishers, P.O. Box 368, Logan, UT 84321. Telephone: 801-752-6022. Fax: 801-752-0425.] (FHL book 929.05 G286; computer number 258416.)

Heritage Quest: The International Genealogy Forum. 1985-. [Published by American Genealogical Lending Library, P.O. Box 329, Bountiful, Utah 84011-0329. Telephone: 801-565-8046. Fax: 801-359-9355.] (FHL book 973 D25hq; computer number 398380.)

Genealogical Journals

These periodicals usually provide more in-depth instruction, book reviews, record transcripts, and compiled genealogies. These are often published quarterly by genealogical societies and may focus on a region, state, county, or time period. Some major examples are:

National Genealogical Society Quarterly. 1912-. [Published by the National Genealogical Society, 4527 17th Street North, Arlington, VA 22207. Telephone: 703-525-0050.] (FHL book 973 B2ng; vols. 1-43 for 1912-55 are on films 001283-89; computer number 209748.)

New England Historical and Genealogical Register. 1847-. [Published by the New England Historic and Genealogical Society, 101 Newbury Street, Boston, MA 02116. Telephone: 617-536-5740. Fax: 617-536-7307.] (FHL book 974 B2ne; compact disc 33 pt. 1-9; computer number 231574.)

The American Genealogist. 1922-. [Published by Dr. David Greene, P.O. Box 398, Demorest, GA 30535-0398.] (FHL book 973 B2ag; computer number 84191.)

Genealogical Journal. 1972-. [Published by the Utah Genealogical Association, P.O. Box 1144, Salt Lake City, Utah 84110. Telephone: 888-463-6832.] (FHL book 973 D25gj; computer number 261185.)

Genealogical Computing. 1981-. [Published by Ancestry, P.O. Box 476, Salt Lake City, Utah 84110. Telephone: 801-531-1790. Fax: 801-375-2228.] (FHL book 929.10285 G286; computer number 97847.)

In addition, excellent state and regional publications are described in the state research outlines.

Indexes

Most magazines have annual or cumulative indexes. Three major composite indexes to most periodicals are:

Periodical Source Index (PERSI). Ft. Wayne, Ind.: Allen County Public Library Foundation, 1987-. (FHL book 973 D25per; 40 fiche 6016863 (1847-1985); 15 fiche 6016864 (1986-1990); computer number 658308.) Partially indexes over 5,000 English-language and French-Canadian family history periodicals. The microfiche indexes are cumulative; book indexes since 1986 are year-by-year. For further details see the *Periodical Source Index Resource Guide* (34119).

Genealogical Periodical Annual Index. Bowie, Md.: Heritage Books, 1962-. (FHL Ref 973 B22gp; computer number 164022.) This is an annual index starting in 1962 of 150 to 260 currently published periodicals.

Boyer, Carl, III. *Donald Lines Jacobus' Index to Genealogical Periodicals*. Newhall, Calif.: Boyer Publications, 1983. (FHL book 973 B22j 1983; fiche 6048419; computer number 253030.) This is a revision of Jacobus's *Index to Genealogical Periodicals* published in 3 volumes. It partially indexes 162 major periodicals or genealogies published from 1870 to 1952 by main subject of article.

Obtaining Periodicals

Copies of periodicals are available from the local societies that publish them. Major archives with genealogical collections will have copies of many periodicals, particularly those representing the area they serve. For example, the Allen County Public Library will send researchers copies of articles indexed in the *Periodical Source Index (PERSI)* for a small fee.

The Family History Library subscribes to numerous periodicals. These are listed in the Family History Library Catalog in several ways. If you know the title of a periodical, use the Author/Title Search. To find periodicals in the Locality Search of the Family History Library Catalog, use the following approaches:

UNITED STATES - GENEALOGY - PERIODICALS
UNITED STATES - HISTORY - PERIODICALS
UNITED STATES - PERIODICALS
UNITED STATES - SOCIETIES - PERIODICALS
[STATE] - (same topics as above)
[STATE], [COUNTY] - (same topics as above)

You can find further information about periodicals in research outlines available for each state.

PROBATE RECORDS

Probate records are court records created after an individual's death that relate to a court's decisions regarding the distribution of his estate to his heirs or creditors and the care of his dependents. You may find the individual's death date, the names of family members, family relationships, and residences. You may also learn about the adoption or guardianship of minor children and dependents. These documents are essential for research because they usually pre-date the birth and death records kept by civil authorities.

Not everyone left an estate that was probated by a court. Estates were probated for approximately 25 percent of the heads of households in the United States before 1900, whether or not the individual left a will.

While probate records are one of the most accurate sources of genealogical evidence, they must be used with some caution. For example, they may omit the names of deceased family members or those who have previously received an inheritance, or the spouse mentioned in a will may not be the parent of the children mentioned.

The Probate Process

Anyone of legal age, sound mind, and freedom from restraint had the right to leave a *last will and testament*. Nearly 10 percent of the pre-1900 adult population made one or more wills. Males with valuable property were more likely to have left a will. Because wills often list the names of many family members, as much as half the population either left a will or was mentioned in one.

An individual who left a will is said to have died "testate." Someone who did not leave a will (or a valid will) died "intestate." The probate process is essentially the same for both. The complete process may have required many years.

The probate process began with the filing of a *petition* by an heir, creditor, or other interested person. A petition is an application to a court requesting the right to settle an estate. The petition was filed with the court that served the area where the deceased owned property. Additional petitions may have been filed in other localities where he owned property or resided. The petition may name the heirs of the deceased, their relationship, and sometimes their residence.

If a will was available, it was then presented to the court with the testimony of witnesses as to its authenticity. A will is a written and legal expression of the individual's instructions regarding his property at the time of his death. The will usually describes the estate and often gives the names and relationships of heirs or beneficiaries. The affidavit of the witnesses includes the date or proof of death. If accepted by the court, a copy of the will was recorded in a *will book* or *register* kept by the clerk of the court. The clerk may have made errors when he transcribed the will, but the original will is often kept in the probate packet (see "probate packet" below).

The court then appointed an individual to "settle" the estate. The will usually named an individual whom the deceased wanted to serve as "executor" of his estate. The court authorized the executor to proceed by issuing *letters testamentary*. If there was no will, the court appointed an "administrator" instead, by issuing *letters of administration*. These letters may include the death date. The date of the letters is

sometimes used in place of an actual death date. The administrator or executor was usually an heir or a close friend of the deceased. He may have been a creditor.

In most cases, the court required the administrator (and sometimes the executor) to post a *bond* to ensure that he would properly complete his duties. The bond required the administrator to pay a fee to the court if he failed to adequately administer the estate. One or more persons were required to co-sign the bond as "sureties." These individuals were often members of the family or closely associated with the family.

An appraiser then prepared an *inventory* that listed the property in the estate and obtained an *appraisal* of its value. In intestate cases the inventory is very important as it may describe the land, tools, slaves, and other personal property at the time of death. These records are sometimes transcribed in the will books or in separate volumes, but the originals may be in the probate packet.

After receiving the inventory and appraisal, the court ruled on how the estate was to be distributed. If there was no will, the estate was divided according to the laws of the state. The court then authorized the executor or administrator to distribute the estate.

The administrator or executor may have had to first sell some of the property to clear any outstanding debts. He submitted *accounts* to the court of all transactions pertaining to the administration of the estate. These records can identify persons known by the deceased during his lifetime, including family members, friends, and creditors.

When the distribution was completed and payments to the creditors and heirs had been made, he presented to the court a record or decree of *distribution and settlement*. This listed the beneficiaries of the estate and the property each received. This is often the most helpful source of family information in an intestate case.

The clerk of the court retained all the original documents pertaining to a probate case in a *probate packet* or *probate estate papers* (also known as "estate packets," "case file," or "estate files"). These contain the original wills, petitions, letters, bonds, inventories, settlements, and other records. Copies of some or all of these documents may also have been recorded in separate books.

The court may have appointed a *guardian* to care for minor children or incompetent adults. In some cases a parent was appointed as the guardian for his own child. Sometimes male relatives were made guardians even though the mother was alive. The records may include *letters of guardianship* (appointment of a guardian), bonds, sale of property (to provide for a minor's needs), accounts (account of the guardian's services and support in behalf of the minor), and a final account when the child comes of age and a guardian is no longer needed. Records of guardianship may be kept separately from other probate papers, or a different court may have jurisdiction over guardianship.

Availability of Probate Records

In colonial times wills were sometimes proved in courts in the old country. Some are indexed in books like:

Coldham, Peter Wilson. *American Wills and Administrations in the Prerogative Court of Canterbury, 1610-1857*. Baltimore: Genealogical Publishing, 1989. (FHL book 942 P27c; computer number 15448.) Lists over 4,800 wills with name, residence, relatives, and date.

Coldham, Peter Wilson. *American Wills Proved in London, 1611-1775*. Baltimore: Genealogical Publishing, 1992. (FHL book 973 P27ca; computer number 686962.) Abstracts over 6,800 wills showing name, residence, occupation, date, and relatives.

Dobson, David. *Scottish-American Wills, 1650-1900*. Baltimore: Genealogical Publishing, 1991. (FHL book 973 P22d; computer number 467334.) Over 2,000 citations including name, occupation, residence, and date.

Each state developed its own court system and procedures for handling probates. In most states, probate records are presently recorded by a county clerk, except in Connecticut and Vermont, where they are kept by probate districts, and Rhode Island, where they are kept by the town clerk. Some colonial records were kept by the town or the colony. The keeping of wills and estate papers usually began when the county was organized. Research outlines available for each state explain which courts were responsible for probate in that state.

Search all probate courts in all localities where the individual resided or had property. Inventories of the records at a county courthouse may help you locate the records. See the state research outlines for more information on the probate process and records of each state.

You can contact the courthouse to request a search of the indexes for the time period and surnames you need. Then request photocopies of the complete probate packet.

Because these records are so useful, the Family History Library has a large collection of county probate records from many states. Except for three states, these are listed in the Locality Search of the Family History Library Catalog under [STATE], [COUNTY] - PROBATE RECORDS. Connecticut and Vermont probate records are arranged by district; Rhode Island is arranged by town. Probate records include will books, letters of administration, records of distribution and settlement, and other records. The will books and some of the other record books may have separate indexes. As with other court records, you can also use the dockets as indexes to the records. The *complete* probate packets have seldom been microfilmed, so you will usually need to contact the courthouse to obtain ***all*** of the papers.

Many early probate records have been transcribed, indexed, and published. The Family History Library has statewide indexes or transcripts of large collections of wills that have been published for Alabama, Arkansas, Connecticut, Delaware, District of Columbia, Georgia, Indiana, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New York, North Carolina, Ohio, Rhode Island, South Carolina, Tennessee, Virginia, and West Virginia. These are listed in the Locality Search of the Family History Library Catalog under [STATE] - PROBATE RECORDS. You can find further information about probate records in research outlines available for each state.

SOCIETIES

You can obtain help with your family history research from the following types of societies:

- Historical and genealogical societies
- Lineage and hereditary societies
- Family associations
- Fraternal organizations

Historical and Genealogical Societies

More than 9,000 historical and genealogical societies may have records and services to help you with your research. Societies have been organized in all states and most counties. They generally collect historical documents of local interest, publish periodicals, and have special projects and indexes. Because of the excellent help they can provide, you should contact the societies near you and near the areas where your ancestors lived. You may find it helpful to join one of these societies and support their efforts. Your local public library may have guides to help you locate these organizations, including:

Meyer's Directory of Genealogical Societies in the USA and Canada. 11th ed. Mt. Airy, Md.: M. K. Meyer, 1996. (FHL Ref book 970 C44m; computer number 796595.)

Wheeler, Mary Bray, ed. *Directory of Historical Organizations in the United States and Canada.* 14th ed. Nashville, Tenn.: American Association for State and Local History, 1990. (FHL book 970 H24d 1990; computer number 531083.)

The Federation of Genealogical Societies (FGS) is an umbrella organization of over 450 genealogical societies. FGS does not do genealogical research. Their business office can identify local genealogical societies and supply their addresses and telephone numbers.

FGS Business Office
P.O. Box 830220
Richardson, TX 75083-0220
Telephone: 888-347-1500
Fax: 972-907-9727

You may also be interested in the activities and services of the National Genealogical Society (NGS). This society maintains a lending library and publishes a newsletter and journal. The NGS sponsors conferences and other activities to support genealogical research, including correspondence classes and a genealogical computer bulletin board service. The address is:

National Genealogical Society
4527 17th Avenue North
Arlington, VA 22207
Telephone: 703-525-0050

Lineage and Hereditary Societies

Soon after the American Revolution, prominent citizens began to form exclusive social organizations and join hereditary and patriotic societies. Many societies were organized in the late 1880s and 1890s when membership in these organizations became very popular.

These societies are generally involved in educational, cultural, social, and other programs to preserve the documents and memory of the past. They often maintain libraries and museums that can help you in your research. Most publish a periodical or newsletter, such as the *Daughters of the American Revolution Magazine.*

One of your ancestors or relatives may have submitted application papers containing his pedigree in order to join a lineage society. These records

often include multi-generation pedigrees and information from family Bibles, death records, or military documents. They may also lead you to someone else interested in your family. Unfortunately, these papers have not always been carefully documented, but they can provide excellent clues for further research. Some societies allow only members to use their records.

The Family History Library has over 2,000 microfilms and numerous books of society records. These include application papers, yearbooks, ancestor rolls, membership rosters, and publications of the societies. For example, the library has microfilm copies of a card index and 100,000 applications for membership in:

Sons of the American Revolution. *Membership Information, 1776-1996.* Salt Lake City: Genealogical Society of Utah, 1996. (On 1,087 FHL films starting with 541473; computer number 438790.)

The library also has major collections from the following societies:

- General Society of Colonial Wars
- General Society of Mayflower Descendants
- Holland Society of New York
- National Society of the Colonial Dames of the XVII Century
- National Society, Daughters of the American Revolution (DAR)
- National Society of New England Women
- National Society, Sons of the American Revolution

Daughters of the American Revolution (DAR) is the largest and most popular lineage society in the United States. It has had over 188,000 members and several chapters in each state. This society actively encourages members to locate and transcribe records useful to genealogists. (See the "Archives and Libraries" section for the address of the national library of the DAR.) An index to the Revolutionary ancestors of DAR applicants is:

Daughters of the American Revolution. *DAR Patriot Index.* Centennial ed. 3 vols. Washington, D.C.: DAR, 1990. (FHL book 973 C42da 1990; fiche 6050647; computer number 696544.)

Military veterans organizations are described in the *U.S. Military Records Research Outline* (34118).

Addresses, membership requirements, and information about most lineage and hereditary societies are in:

Roberts, Jayare, and Dorothy Hebertson, comps. *Register of U.S. Lineage Societies.* Salt Lake City: Family History Library, 1990. (FHL book 973 C43m 1990; fiche 6050647; computer number 590599.) This register gives call numbers and describes many of the society records available at the Family History Library.

The Hereditary Register of the United States of America. Annual. Yoncalla, Ore.: Hereditary Register Publications, 1972-. (FHL book 973 C4u 1986; computer number 34631.)

Family Associations

Many family organizations are gathering information about their ancestors and descendants. Some organizations are gathering information about all individuals with a particular surname. Family histories, newsletters, family group records, and other information gathered by family organizations are described in the "Genealogy" section. The Family Registry and the Ancestral File (also in the "Genealogy" section) can help you locate active associations. Some researchers have located family organizations and other researchers by posting queries on the Internet or by searching the membership directories of on-line computer genealogy groups. Also helpful is:

Bentley, Elizabeth Petty, comp. *Directory of Family Associations.* 3rd ed. Baltimore: Genealogical Publishing, 1996. (FHL book 973 D24benb 1996; computer number 793967.)

Fraternal Organizations

Your ancestor or relative may have belonged to an association, lodge, or secret society whose membership is based on common interests, religion, or ethnicity. Many sources, such as local histories, biographies, obituaries, tombstones, family records, and artifacts may give you clues that an ancestor belonged to a fraternal society. Examples of these societies include:

- Ancient Free and Accepted Masons (Freemasonry)
- Order of Eastern Star
- International Order of Odd Fellows (IOOF)
- Benevolent and Protective Order of Elks (BPOE)
- Lithuanian Alliance of America
- Ancient Order of Hibernians of America
- Knights of the Maccabees
- Modern Woodmen of America

These societies were involved in political, social, and financial activities. Around 1900, for example, there were over 2,000,000 members involved in fraternal insurance programs.

For more information about fraternal societies, see:

Schmidt, Alvin J. *Fraternal Organizations*. Westport, Conn.: Greenwood Press, 1980. (FHL book 973 C47sa; computer number 62409.)

The records of fraternal organizations may exist in a society or business archive. Some genealogical information may be obtained through correspondence.

The Family History Library has histories of fraternal societies but very few records. In the Family History Library Catalog, find:

- Most information about fraternal organizations in the Author/Title Search under the organization name.
- Some organization histories are in the Locality Search under the locality, then topics such as SOCIETIES, GENEALOGY, HISTORY, OCCUPATIONS, MINORITIES, and PUBLIC RECORDS.

Guide to Societies and Associations

Current addresses, functions, and membership requirements of fraternal, ethnic, veteran, hereditary, patriotic, and other associations can be found in the:

Encyclopedia of Associations. 3 vols. 32nd ed. Annual. Detroit: Gale Research, 1987-. (FHL book 973 E4gr; computer number 32244.) Section twelve, "Veterans', Hereditary, and Patriotic Organizations" is especially useful for genealogists.

Locating Society Records in the Family History Library Catalog

Records of these societies are usually described in the Author/Title Search of the Family History Library Catalog under the name of the society. They are also listed in the Locality Search under one of the following:

UNITED STATES - SOCIETIES
[STATE] - SOCIETIES
[STATE], [COUNTY] - SOCIETIES
UNITED STATES - GENEALOGY
[STATE] - GENEALOGY
[STATE], [COUNTY] - GENEALOGY

Some records gathered by societies are listed in the Locality Search under the type of record. For example, cemetery transcripts gathered by a local genealogical society are listed in the catalog under the [STATE], [COUNTY] - CEMETERIES.

Lists and guides that describe the collections of societies are listed in the Locality Search of the Family History Library Catalog under:

[STATE] - ARCHIVES AND LIBRARIES - INVENTORIES, REGISTERS, CATALOGS
[STATE], [COUNTY] - ARCHIVES AND LIBRARIES - INVENTORIES, REGISTERS, CATALOGS
[STATE], [COUNTY], [TOWN] - ARCHIVES AND LIBRARIES - INVENTORIES, REGISTERS, CATALOGS

You can also find information about some societies under the name of the organization in the Subject Search of the Family History Library Catalog.

TAXATION

Governments have collected taxes in America since the colonial era. Tax records vary in content according to the purpose of the assessment. They may include the name and residence of the taxpayer, occupation, description of the real estate and name of the original purchaser, description of some personal property, number of males over 21, and the number of school children, slaves, and farm animals. Annual tax lists can help establish ages, residences, relationships, and the year an individual died or left the area. They can be used in the place of missing or destroyed land and census records.

Some of the early records are called *quitrents*, *tithables*, and *poll (head) taxes*. *Quitrents* are records of property taxes paid to a proprietor or the crown. *Tithables* and *poll* or *head taxes* are lists of persons subject to taxation regardless of their personal assets. Depending on local laws, males were usually taxable at the ages of 16, 18, or 21 through about age 50 or 60, with some exceptions for veterans, ministers, paupers, and others. Most tax records were eventually based on personal property, real estate, and income.

The federal government directly taxed citizens in 1798, 1814 to 1816, 1862 to 1866, and at other times until 1917 when personal income and other taxes were introduced. Most of the existing *1798 Direct Tax* records are at state historical societies, the National Archives, and the Family History Library. Other federal tax records are at the National Archives and its branches. The federal *Internal Revenue Assessment Lists* tax records for 1862 to 1866 are listed in the Locality Search of the Family History Library Catalog under [STATE] - TAXATION.

County clerks (and town clerks, in New England) maintain local tax records. The Family History Library has some tax records, particularly for areas where they are needed as substitutes for land and census records. These are listed in the Locality Search of the Family History Library Catalog under:

[STATE], [COUNTY] - TAXATION
[STATE], [COUNTY], [TOWN] - TAXATION

You can find further information about tax records in many of the research outlines available for each state.

TOWN RECORDS

Many town records have been kept by town clerks, especially in New England and New York. These records may contain information about births, marriages, deaths, burials, appointments, earmarks (brands on animals), estrays (stray animals), freemen's oaths (men eligible to vote), land records, military enrollments, mortgages, church records, name changes, care of the poor, school records, surveys, tax lists, town meeting minutes, voter registrations, and "warnings out" (of town). Town records generally begin with the founding of the town and are kept to the present.

Many of the original town records are in the town clerks' offices. Many have also been published and indexed, especially in genealogical periodicals. New England town records are at the state archives and on microfilm at the Family History Library (see the state research outlines for the New England states and New York). Town records are listed in the Locality Search of the Family History Library Catalog under [STATE], [COUNTY], [TOWN] - TOWN RECORDS.

VITAL RECORDS

Civil governments have created records of births, marriages, and deaths. Records containing this information are commonly called "vital records," because they refer to critical events in a person's life. These are the most important documents for genealogical research, but the births, marriages, and deaths of many people have never been recorded by civil authorities.

This section describes the vital records kept by *civil governments*. (Other sources of vital information are described in the "Church Records" and "Town Records" sections of this outline.) The Family History Library has microfilm copies of the civil vital records of thousands of towns, counties, and states in the United States.

To find a civil vital record, you will need at least the approximate year and place in which the birth, marriage, divorce, or death occurred. You may need to search other records first to find clues about these events, such as family Bibles, genealogies, local histories, biographies, cemetery records, censuses, court records, land records, citizenship applications, pension files, newspaper notices, and probate files. For the seventeenth, eighteenth, and nineteenth centuries these sources must often be used as substitutes for civil vital records. These other records may not be as accurate, however, as the vital records kept by church authorities and civil governments.

General Historical Background

The practice of recording civil vital statistics developed slowly in the United States. Early vital information was sometimes recorded in brief entries in register books until the twentieth century, when it became more common to create certificates. Some town clerks in colonial America (especially New England) recorded vital information, but these records are incomplete. The federal government has not registered vital records, except for some Americans born outside the country who were recorded in embassy or consulate records.

Records of marriages were generally the first vital records kept in a locality. In most states, the counties or towns began recording marriages as soon as they were established. Whether the marriage ceremony was performed by a civil or a church authority, local laws required the marriage to be recorded in civil records.

The local health departments of a few large cities began recording births and deaths by the mid-1800s. For example, records exist for Baltimore (from 1875), Boston (from 1639), New Orleans (from 1790), New York (from 1847), and Philadelphia (from 1860). The early records are usually incomplete. Many counties in the East and Midwest were recording births and deaths by the late 1800s.

Each state eventually developed its own laws and created a statewide registration system. Unfortunately, these records do not exist until the early 1900s in most states. Local offices did not always comply immediately with the registration laws. Within 20 years after registration laws were enacted, most states were recording at least 90 percent of the births and deaths. (See the state research outlines for more information.)

Regional Differences

New England. These states have kept good vital records. The town clerks kept register books as early as the 1600s (see the "Town Records" section for details). Most of these states have statewide indexes

of the existing records. Most New England states began statewide registration of births, marriages, and deaths between 1841 and 1897. Vermont began centralized registration in 1919, but individual town records go back to the 1700s. Except for New Hampshire (which began recording marriages as early as 1640), many New England marriages in colonial times were not recorded because of the laws and religious customs of the region.

Middle-Atlantic. It is unusual to find any vital records before 1885 for New York and Pennsylvania, except in the larger cities. All of the states began statewide registration of births and deaths between 1878 and 1915. Statewide registration of marriages began between 1847 and 1906. New Jersey and Delaware have marriage records dating from the 1660s (or the creation of the counties), but systematic recording of marriages in New Jersey did not begin until 1795.

South. In the southern states, laws for civil registration of births and deaths were enacted between 1899 and 1919. Marriages were a legal contract which involved property rights, so the counties recorded them carefully, starting in the early 1700s (except in South Carolina where they began in 1911). Most states initiated statewide marriage files between 1911 and 1962. Virginia counties began recording births, marriages, and deaths in 1853, but stopped between 1896 and 1912. Church vital records often reach back into the 1700s.

Midwest. Government officials in the midwestern states began files of births and deaths as early as the 1860s in many counties. Statewide registration of births and deaths was initiated between 1880 and 1920. Officials began recording marriage dates as soon as each county was established and generally began statewide registration between 1880 and 1962.

West. The western states vary greatly in their registration of vital records due to their different settlement patterns. Most areas began statewide registration of births and deaths between 1903 and 1920. While most counties were keeping marriage records by 1890, or the date the county was created, statewide registration generally began between 1905 and 1978. Hawaii's records of births, marriages, and deaths start as early as the 1840s.

Birth Records

Birth records generally give the child's name, sex, date and place of birth, and the names of the parents. Records of the twentieth century provide additional details, such as the name of the hospital, birthplace of parents, occupation of the parents, marital status of the mother, and the number of other children born to the mother.

If no record was filed at the time of an individual's birth, he may have arranged for a *delayed registration of birth* by showing proof of his birth as recorded in a Bible, school, census, or church record, or by testimony from a person who witnessed the birth. These registrations generally start in 1937, yet the birth may have occurred many years earlier. The registration is usually in the state where the birth occurred. The Family History Library has acquired copies of many delayed certificates, especially for the midwestern states.

A *corrected record of a birth* may be filed if a name was changed or added. Most corrections require affidavits of eyewitnesses or evidence from other official records. The library has microfilm copies of a few of these records.

Marriage Records

Marriages were usually recorded by the clerk of the town or county where the bonds or licenses were issued (generally where the bride resided). You may find records that show a couple's intent to marry and records of the actual marriage.

Records of Intention to Marry

Various records may have been created that show a couple's intent to marry.

Banns and ***intentions*** were made a few weeks before a couple planned to marry. The couple may have been required to announce their intentions in order to give other community members the opportunity to raise any objections to the marriage. This was a rather common custom in the southern and New England states through the mid-1800s.

Banns were a religious custom in which the couple announced to their local congregation that they planned to marry. They may have also posted a written notice at the church. *Intentions* were written notices presented to the local civil authority and posted in a public place for a given period of time. The minister or town clerk recorded these announcements in a register, or you may find them interfiled with other town or church records.

Marriage bonds are written guarantees or promises of payment made by the groom or another person (often a relative of the bride) to ensure that a forthcoming marriage would be legal. The person who posted the bond was known as the surety or bondsman. The bond was presented to the minister or official who would perform the ceremony. The bond was then returned to the town or county clerk.

These documents were frequently used in the southern and middle-Atlantic states up to the mid-1800s.

Applications and ***licenses*** are the most common types of records showing intent to marry. These gradually replaced the use of banns, intentions, and bonds. A bride and groom obtained a *license* to be married by applying to the proper civil authorities, usually a town or county clerk. These records have the most information of genealogical value, including the couple's names, ages, and residence. Later records also provide their race, birth dates, occupations, and usually the names of the parents. The license was presented to the person who performed the marriage and was later returned to the town or county clerk. *Applications* for a license are primarily a twentieth-century record. These often contain more detailed information than the license.

Consent papers may be available if the consent of a parent or guardian was required, often when the bride or groom was underage. The consent may have been verbal or written on the license or bond.

Contracts or ***settlements*** are documents created for the protection of legal rights and property. These are occasionally a part of a marriage application, especially in regions that were colonized by France or Spain.

Records of Marriages

In most cases it can be assumed that the couple married a short time after announcing their intent, even though you may not find proof of the actual marriage. A minister, justice of the peace, military officer, ship officer, or state official could legally marry a couple. You may find the following records that document the actual marriage:

Certificates. The individual who performed the ceremony or the civil office where it was recorded may have given the couple a certificate of marriage. This may be in the possession of the family. The clerk of the court may have a copy.

Returns and Registers. Town and county clerks generally recorded the marriages they performed in a register or book. If the marriage was performed by someone else, such as a minister or justice of the peace, that person was required to report, or "return", the marriage information to the town or county clerk. This information may have been reported in writing or verbally, or, more frequently, the official recorded the event on the license or bond and returned this document to the clerk. For this purpose, many licenses and bonds were printed with a separate section of the document designated as the "return."

The information on the *return* usually included the names of the couple, the date and place of the marriage, and the name of the person who performed the marriage. Twentieth-century returns often add the residence of the couple, the names of the parents or witnesses, and the certificate number.

The town or county clerk recorded ("registered") the marriage returns in a separate *register* or book, although you may find some early returns in court or town minutes and deed books. He may also have written on the license or the bond the date he registered the marriage.

Twentieth-century marriages are still registered by the county or town, but most states now require the counties to report the marriages to the state office of vital records. Many counties keep duplicates of the records they send to the state.

Personal Records of the Individual Who Performed the Ceremony. Before the twentieth century, the information on many marriages was not returned. If evidence of a marriage was not presented to a civil clerk, this information might be found only in the personal journal or other records of the official who performed the marriage.

Divorce Records

Divorces before the twentieth century were uncommon and in some places illegal. Records of divorces contain data on family members, their marital history, their property, residences, and dates of other important events such as the children's births.

Some of the earliest divorces were granted by state legislatures and may be listed in legislature records. County officials began keeping divorce records as soon as a court was established in the area. Early divorce actions are found in dockets, minutes, and case files of the county, circuit, or district court. In some areas of the United States, divorces have been under the jurisdiction of a chancery, common pleas, domestic, probate, superior, or supreme judicial court.

Divorce records are often open to the public and can be obtained by contacting the clerk of the court. You will also find clues to separations and divorces in local newspapers. The few divorce records in the Family History Library are listed in the Locality Search of the Family History Library Catalog under:

[STATE], [COUNTY] - COURT RECORDS
[STATE], [COUNTY] - DIVORCE RECORDS
[STATE], [COUNTY] - VITAL RECORDS

You can find further information about where to find divorce records in research outlines available for each state.

Death Records

Death records are especially helpful because they may provide important information on a person's birth, spouse, and parents. Some researchers look first for death records because there are often death records for persons who have no birth or marriage records.

Early death records, like cemetery records, generally give the name, date, and place of death. Twentieth-century certificates usually include the age or date of birth (and sometimes the place), race, length of residence in the county or state, cause of death, name of hospital and funeral home, burial information, and the informant's name (often a relative). They often provide the name of a spouse or parents. Since 1950, social security numbers are given on most death certificates. Birth and other information in a death record may not be accurate because the informant may not have had complete information.

Death certificates may be filed in the state where an individual died and the state where he is buried. Funeral home records are discussed in the "Cemeteries" section of this outline. The death records of men and women who died in the military, or who are buried in military cemeteries are described in the *U.S. Military Records Research Outline* (34118).

The Social Security Death Index contains over fifty million records of deaths reported to the Social Security Administration from 1937 to 1995. The bulk of the records are from 1962 and later. The index provides the deceased person's birth date, social security number, state where the social security card was issued, month and year of death, state of residence at death, zip code, and state where death benefit was sent. The index is available as part of FamilySearch at most Family History Centers. It is also on the Internet (CompuServe), or on compact disc from three separate commercial companies. The Internet version sometimes includes a few more recently reported deaths than compact disc versions. For details about the FamilySearch version see *U.S. Social Security Death Index Resource Guide* (34446).

Locating Vital Records

Records at the Family History Library

The Family History Library has copies of many vital records, primarily those before 1920. However, if a record was never kept, was not available in the courthouse at the time of microfilming, was not microfilmed, or is restricted from public access by the laws of the state, the Family History Library *does not have a copy*. You may use the records at the library for your family research, but the library does not issue or certify certificates for living or deceased individuals.

Vital records can be found in the Locality Search of the Family History Library Catalog under *each* of the following approaches:

[STATE] - VITAL RECORDS
[STATE], [COUNTY] - VITAL RECORDS
[STATE], [COUNTY], [TOWN] - VITAL RECORDS

You can find further information about vital records in research outlines available for each state.

The Family History Library has statewide collections and special indexes of vital records for most states. The library has good collections of county vital records for several states.

Locating Records Not at the Family History Library

Birth, marriage, divorce, and death records may be obtained by contacting or visiting state offices of vital records or the appropriate clerk's office in a town or county courthouse. Genealogical societies, historical societies, and state archives may also have copies or transcripts. To protect the rights of privacy of living persons, most modern records have restrictions on their use and access.

Current addresses and fees for obtaining vital records are given in:

Where to Write for Vital Records: Births, Deaths, Marriages, and Divorces. Hyattsville, Md.: U.S. Department of Health and Human Services, March 1993. Some addresses and fees are outdated. This booklet can be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402-9328.

Another helpful source of current fee information is:

Kemp, Thomas J. *International Vital Records Handbook*. 3rd ed. Baltimore: Genealogical Publishing, 1994. (FHL book 973 V24k 1994; computer number 735457.) This includes samples of application forms that can be sent to state offices to request copies of vital records. It also provides telephone ordering numbers for most offices. Payment by bank card is generally accepted.

The Family History Library also has a guide to *Vital Records in the United States* that is frequently updated (not available at Family History Centers).

After deciding who has jurisdiction over the records for the time period you need, write a brief request to the proper office. Some offices will require that you submit a standard search application form. Send the following:

- Check or money order for the search fee ($1 to $15)
- Full name and the sex of the person sought
- Names of the parents, if known
- Approximate date and place of the event
- Your relationship to the person
- Reason for the request (family history, medical, etc.)
- Request for a photocopy of the complete original record

If your request is unsuccessful, search for duplicate records that may have been filed in a city, county, or state office.

OTHER RECORDS

Other types of records that are not discussed in this outline are listed in the Locality Search of the Family History Library Catalog. For example, see the following topics:

- ALMANACS
- BIBLIOGRAPHY
- BUSINESS RECORDS AND COMMERCE
- CHURCH HISTORY
- CORRECTIONAL INSTITUTIONS
- DESCRIPTION AND TRAVEL
- DIVORCE RECORDS
- FUNERAL HOMES
- LANGUAGE AND LANGUAGES
- MEDICAL RECORDS
- MILITARY HISTORY
- NAMES, GEOGRAPHIC
- NAMES, PERSONAL
- NOTARIAL RECORDS
- OCCUPATIONS
- OFFICIALS AND EMPLOYEES
- ORPHANS AND ORPHANAGES
- POSTAL AND SHIPPING GUIDES
- PUBLIC RECORDS
- SCHOOLS
- SLAVERY AND BONDAGE
- SOCIAL LIFE AND CUSTOMS
- VOTING REGISTERS

FOR FURTHER READING

More detailed information for each state is included in the state research outlines available at the Family History Library and at each Family History Center.

The following are examples of some additional sources that can help you be more successful in your research. Most are available at public libraries. Other sources are listed in the Locality Search of the Family History Library Catalog under one of the following:

UNITED STATES - GENEALOGY - HANDBOOKS, MANUALS, ETC.
[STATE] - GENEALOGY - HANDBOOKS, MANUALS, ETC.

Basic Research Strategies

Crandall, Ralph. *Shaking Your Family Tree: A Basic Guide to Tracing Your Family's Genealogy.* Dublin, N.H.: Yankee Publishing, 1986. (FHL book 929.1 C85s; computer number 417275.) This is a beginner's guide to American sources and research strategies.

Cerny, Johni, and Arlene Eakle, eds. *Ancestry's Guide to Research: Case Studies in American Genealogy.* Salt Lake City: Ancestry Publishing, 1985. (FHL book 973 D27cj; computer number 311076.) This source for the intermediate researcher uses case studies and illustration to teach organization and the research process.

Rubincam, Milton. *Pitfalls in Genealogical Research.* Salt Lake City: Ancestry Publishing, 1987. (FHL book 929.1 R824p; computer number 446433.) This brief overview can help you avoid errors in your research, such as mistakes in interpreting names, terms, dates, and relationships. It includes many examples.

More Information about U.S. Records

American Society of Genealogists. *Genealogical Research: Methods and Sources.* 2 vols. Rev. ed. Washington, D.C.: American Society of Genealogists, 1980, 1983. (FHL book 973 D27gr; computer number 156293.) This source presents the expertise of specialists on many record types and state sources. It is of most use to the intermediate researcher and librarian.

Bentley, Elizabeth P. *The Genealogist's Address Book*. 1995 ed. Baltimore: Genealogical Publishing, 1995. (FHL book 973 D24ben 1995; computer number 583091.) This source includes addresses and telephone numbers of archives, libraries, societies, and periodicals.

Szucs, Loretto Dennis, and Sandra Hargreaves Luebking, eds. *The Source: A Guidebook of American Genealogy*. Rev. ed. Salt Lake City: Ancestry Publishing, 1997. (FHL book 973 D27ts 1997; computer number 256654.) This provides in-depth treatment of records and unique research problems, including many illustrations of records. This source is for the advanced researcher and librarian.

Eichholz, Alice, ed. *Ancestry's Red Book: American State, County, and Town Sources*. Rev. ed. Salt Lake City: Ancestry, 1992. (FHL book 973 D27rb 1992; computer number 594021.) Explains state-by-state history, vital records, census, background sources, periodicals, archives, libraries, societies, maps, land, probate, court, tax, cemetery, church, and military records. Includes county boundary map and table which shows when each county was created and the parent counties.

Greenwood, Val D. *The Researcher's Guide to American Genealogy*. 2nd ed. Baltimore: Genealogical Publishing, 1990. (FHL book 973 D27g 1990; computer number 551084.) An intermediate to advanced text, this is a standard source on research methodology and records. It includes instruction on pedigree analysis and especially helpful information on court and probate records.

Guide to Genealogical Research in the National Archives. 1982. Revised. Washington, D.C.: National Archives Trust Fund Board, 1985. (FHL book 973 A3usn 1985; computer number 464323; 1983 ed. fiche 6051414; computer number 182191.) This provides detailed information on the content and availability of census, immigration, military, land, and other records at the National Archives and its branches.

Wright, Norman E. *Preserving Your American Heritage: A Guide to Family and Local History*. Provo, Utah: Brigham Young University Press, 1981. (FHL book 973 D27wne; fiche 6048632; computer number 110091.) The 1974 edition was published under the title, *Building an American Pedigree*. This discusses the basic record types and includes strategy and some illustrations. This is for the intermediate researcher.

Reading the Records

Kirkham, E. Kay. *The Handwriting of American Records for a Period of 300 Years*. Logan, Utah: Everton Publishers, 1973. (FHL book 973 G3k; fiche 6010036-37; computer number 10150.) This has techniques for reading old handwritten documents. It includes styles of handwriting, common abbreviations, and many more examples than the Stryker-Rodda source below.

Stryker-Rodda, Harriet. *Understanding Colonial Handwriting*. Baltimore: Genealogical Publishing, 1986. (FHL book 973 A1 no. 220; computer number 419523.) This short booklet is a simple introduction on how to read colonial documents.

Guides to Additional Sources

Filby, P. William. *American & British Genealogy & Heraldry: A Selected List of Books*. 3d ed. Boston: New England Historic Genealogical Society, 1983. (FHL book 016.9291 F472a; computer number 214900.) *1982-1985 Supplement*, 1987. (FHL book 016.9291 FF472a 1982-1985 supp.; computer number 441544.) This bibliography and supplement lists over 12,800 titles of published genealogical sources. The primary emphasis is on United States sources.

Parker, J. Carlyle. *Library Services for Genealogists*. Detroit: Gale Research, 1981. (FHL book 026.9291 P226L; computer number 77346.) A primary emphasis of this book is to identify published reference tools and resources that are generally found at public and university libraries.

LDS Records Research Outline. 2nd ed. Salt Lake City: Family History Library, 1997. (FHL book 929.1 F21ro LDS no. 1 1997; 1992 ed. on fiche 6105292; computer number 719859.) Introduces the records and strategies to help locate Latter-day Saint family history sources. Order number 34080.

Tracing Immigrant Origins: Research Outline. Salt Lake City: Family History Library, 1992. (FHL special book 929.1 F21ro FHR no. 8; fiche 6105293; computer number 720227.) Introduces the principles, search strategies, and various record types you can use to identify an immigrant ancestor's original hometown. Order number 34111.

U.S. Military Records: Research Outline. Salt Lake City: Family History Library, 1993. (FHL Special book 929.1 F21ro U.S.; fiche 6105294; computer number 707970.) Describes the content, use, and availability of major sets of military records created by the federal government. Order number 34118.

The research outlines available for each state and the District of Columbia are important sources describing additional unique records and strategies for individual states. The *Family History Publications List* (34083), available at no cost, lists the title, number of pages, cost and order number of each state outline. You can obtain the list, research outlines, and other Family History Library publications from:

Salt Lake Distribution Center
1999 West 1700 South
Salt Lake City, UT 84104-4233
USA
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State research outlines are also available at many Family History Centers.

For Ready Reference

Evans, Barbara Jean. *The New A to Zax: A Comprehensive Genealogical Dictionary for Genealogists and Historians.* 2nd ed. Champaign, Ill.: B.J. Evans, 1990. (FHL book 973 D26e; computer number 555905.) Gives archaic, occupational, and legal definitions. Includes a list of nicknames.

The Handy Book for Genealogists. 8th ed. Revised. Logan, Utah: Everton Publishing, 1991. (FHL book 973 D27e 1991; computer number 594019; 6th ed. on fiche 6010044-47; computer number 10557.) This is a popular source for its capsule summaries of state and county histories and some of the records available in each county.

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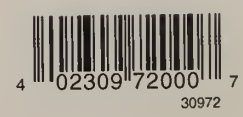
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